Join Me
User Guide & Tutorial

TELSTRA
EASYTOUCH®
DISCOVERY 3

Compatibility

Note: 64-bit Windows drivers are supplied. The mac version has limited functionality.

Note:
For basic instructions on Windows operations and using computers, please refer to your Windows user's manual, someone familiar with computers or consult an IT Technician.

Launch Join Me

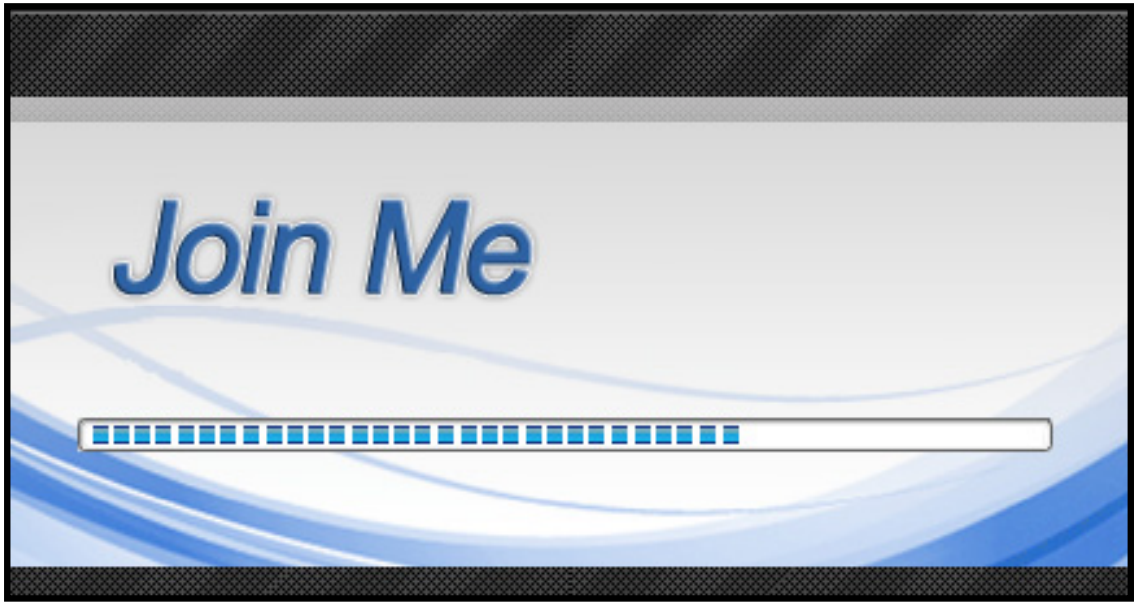
- **Double-Click** on the JoinME icon on your desktop to launch the software

If no icon is present:
Please install JoinME from the supplied DVD or visit the ZTE website to download www.zte.com.au

Note:
For basic instructions on Windows operations and using computers and peripherals, please see your respective user's manual.

Initial Loading

- Join Me will now initialize (ie. the software will now load)

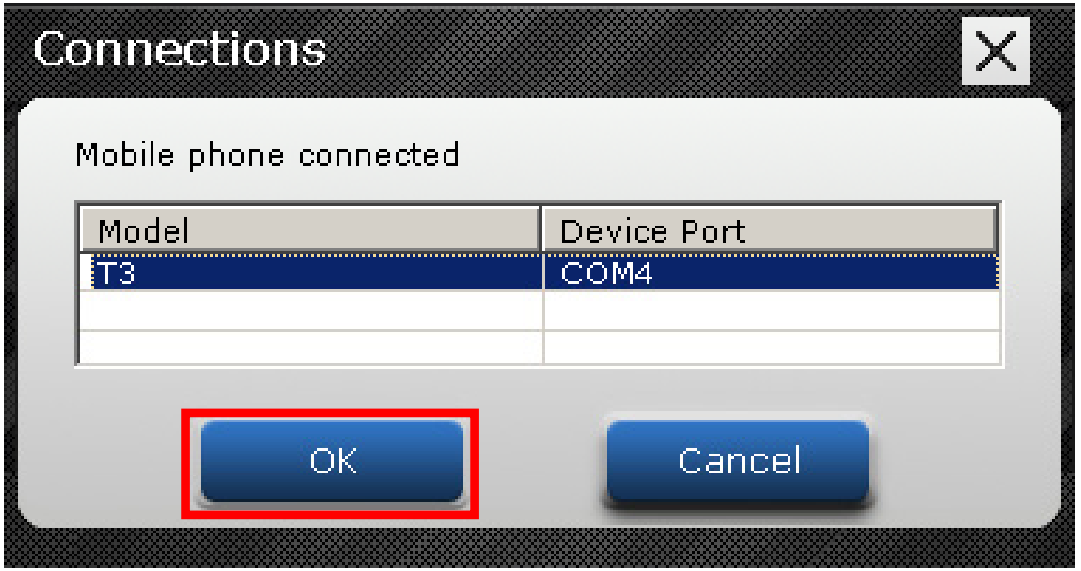


Note:
For basic instructions on Windows operations and using computers and peripherals, please see your respective user's manual.

Select Phone Type

- **Click** the connect button

- **Select** the model of your handset – T3
- **Press** '*OK*' to continue



Connected to PC

- **‘Connected to PC’** will now be displayed on your phone.
  This message will is displayed the entire time your phone is connected to you PC.

Note:
Pressing ‘OK’ on your phone will disconnect the connection you have established between your phone & your PC.

Join Me – What can it do?

- The Join Me software can be used to perform the following:
  - Copy files from your PC to your handset
  - Copy files from your handset to your PC
  - Manage your ‘Contacts’ (Computer, on your Phone & on your SIM)
  - Create new ‘Contacts’
  - Synchronise - Import ‘Contacts’
  - Create & Send text messages (SMS)
  - Manage your ‘Messages’ (Computer, on your Phone & on your SIM)
  - Manage your ‘Calender’ (Computer, on your Phone & on your SIM)
  - Create new ‘Calender’ entries
  - Synchronise – Import/Export ‘Calendar’
  - Connect to the Internet
  - Backup/Recover phone, PC data & the non-volatile (NV) file

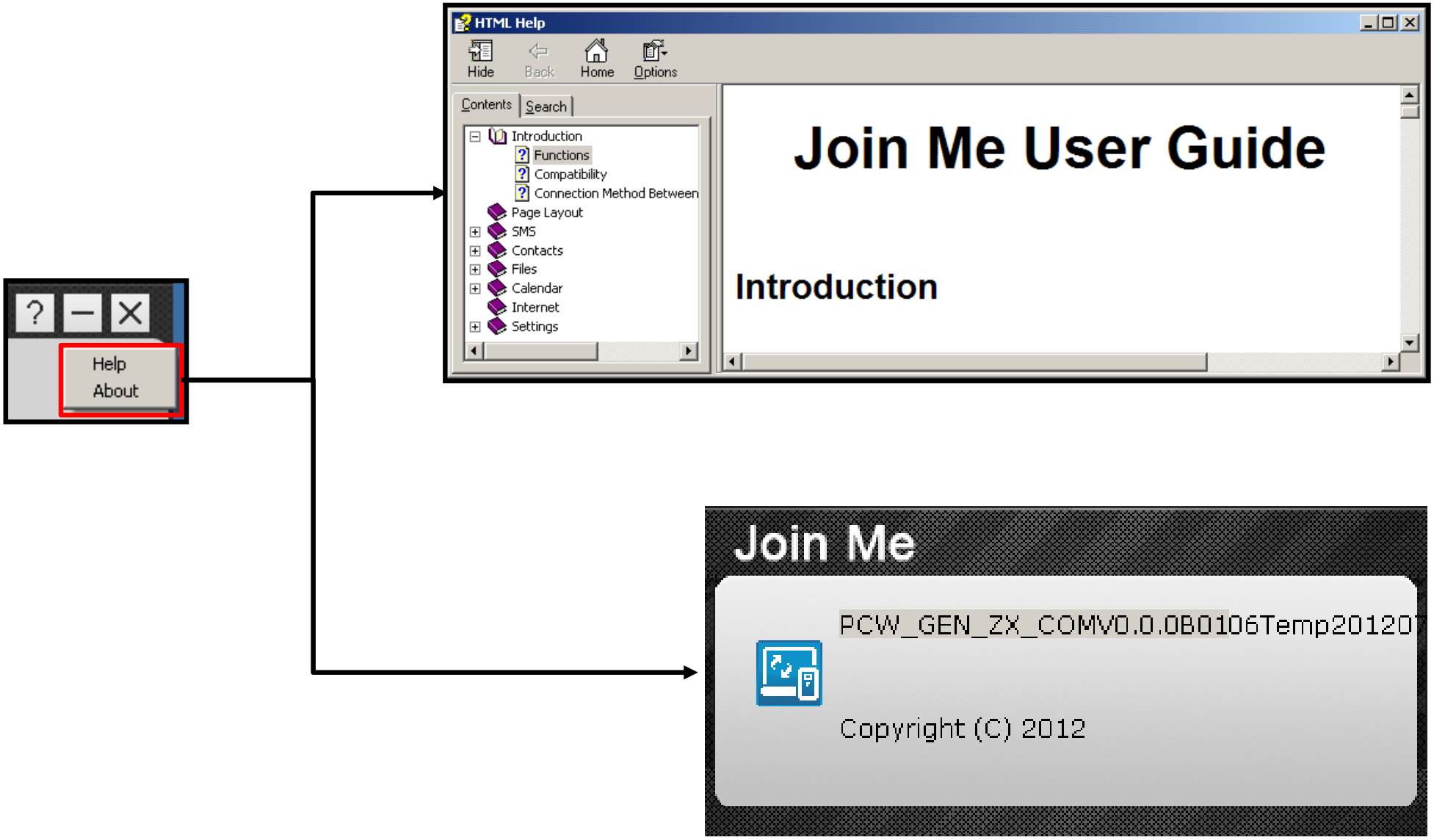
Join Me : Connected

Join Me
SMS
Contacts
Files
Calendar
Internet
NV Backup
Settings
Note: You only have the option to 'Disconnect' as JoinME is already connected.
Disconnect
Did you know, you can take Hi-Res Pictures with the handset camera, just remember to set the camera to a higher resolution.

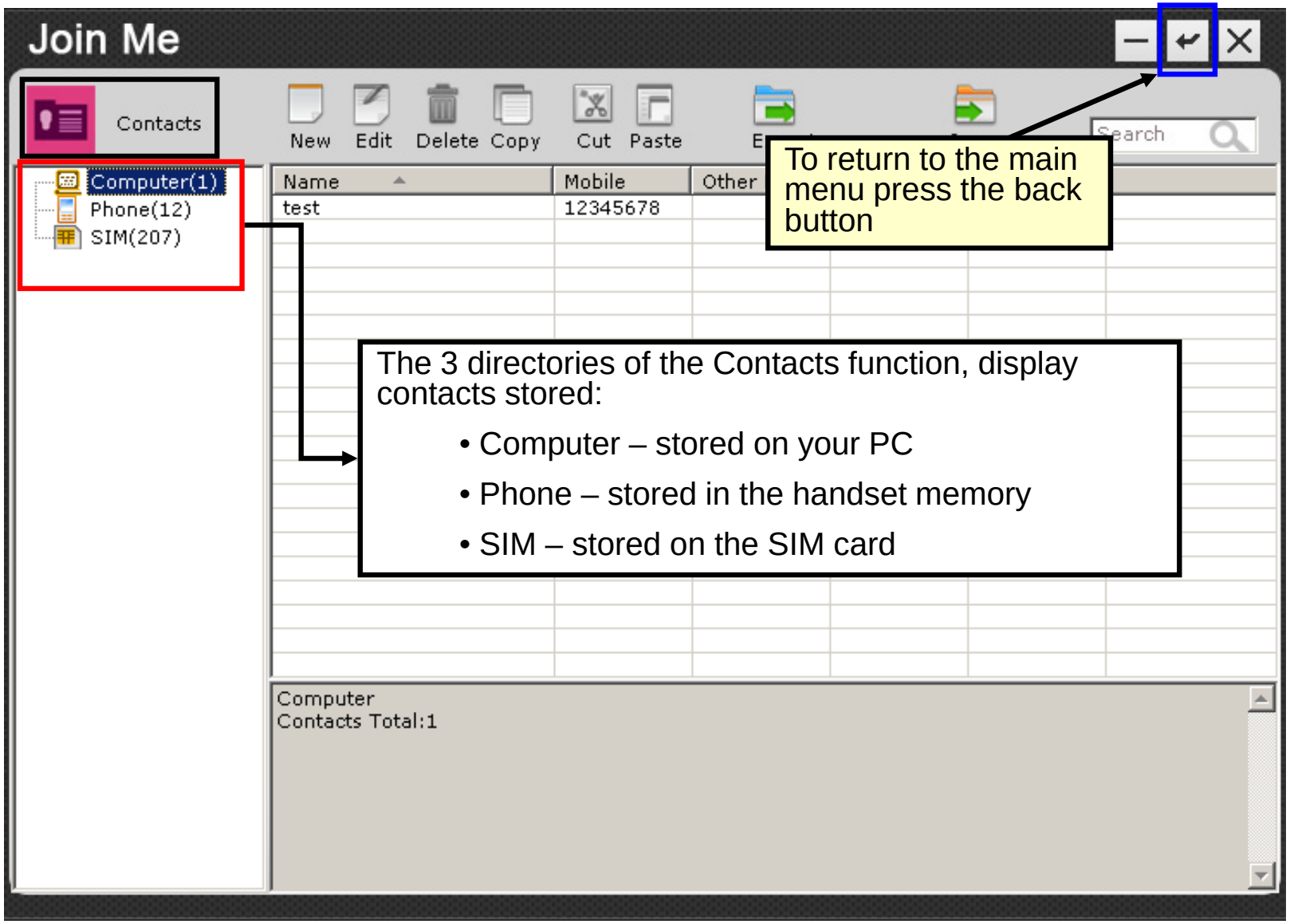
Join Me : Disconnected

Join Me
SMS
Contacts
Files
Calendar
Internet
NV Backup
Settings
Note: You only have the option to 'Connect' as JoinME is disconnected.
Connect
Did you know, that from the idle screen a long press of the # key will engage Meeting Mode (silent with vibrate).

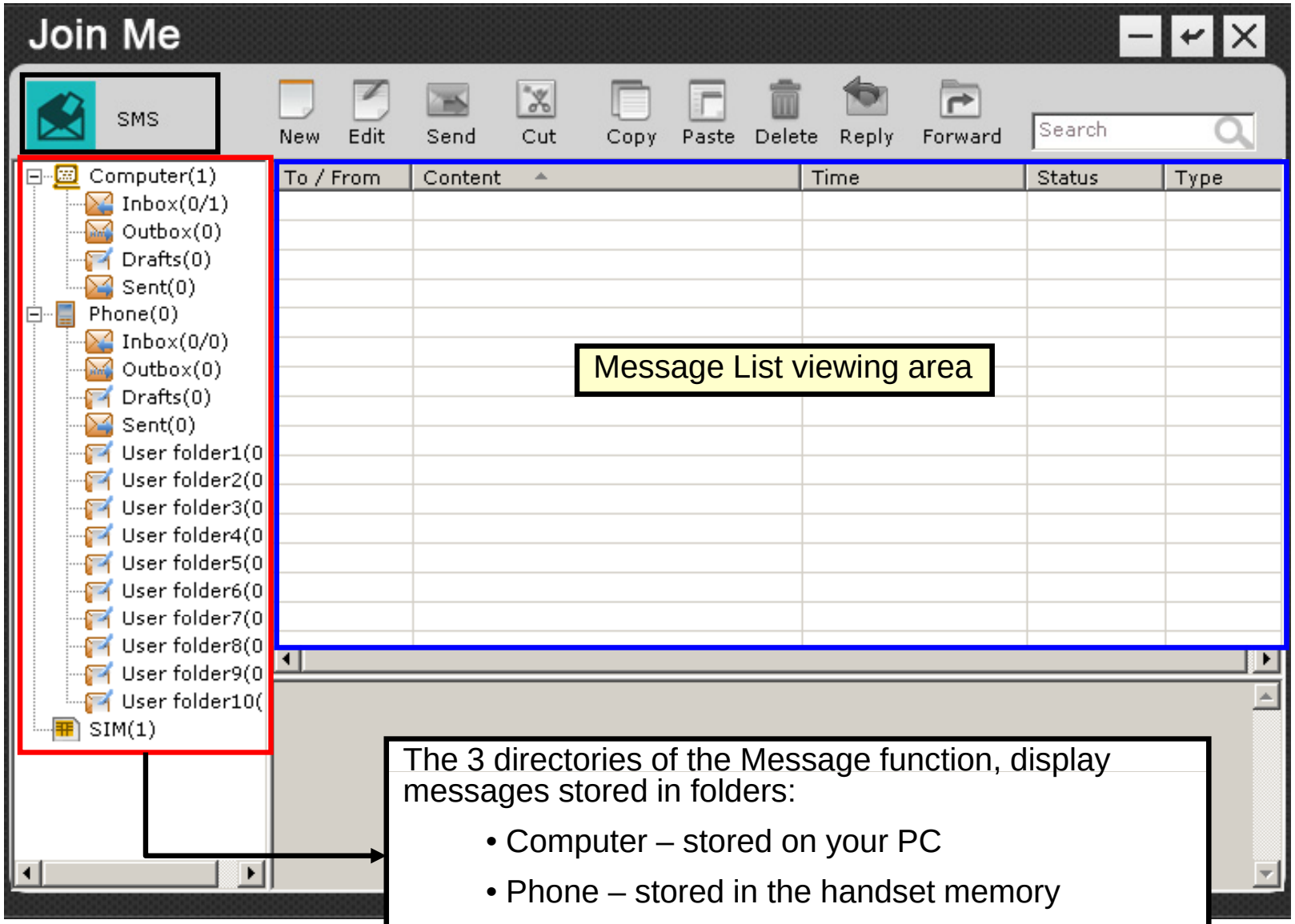
Join Me : Help & About



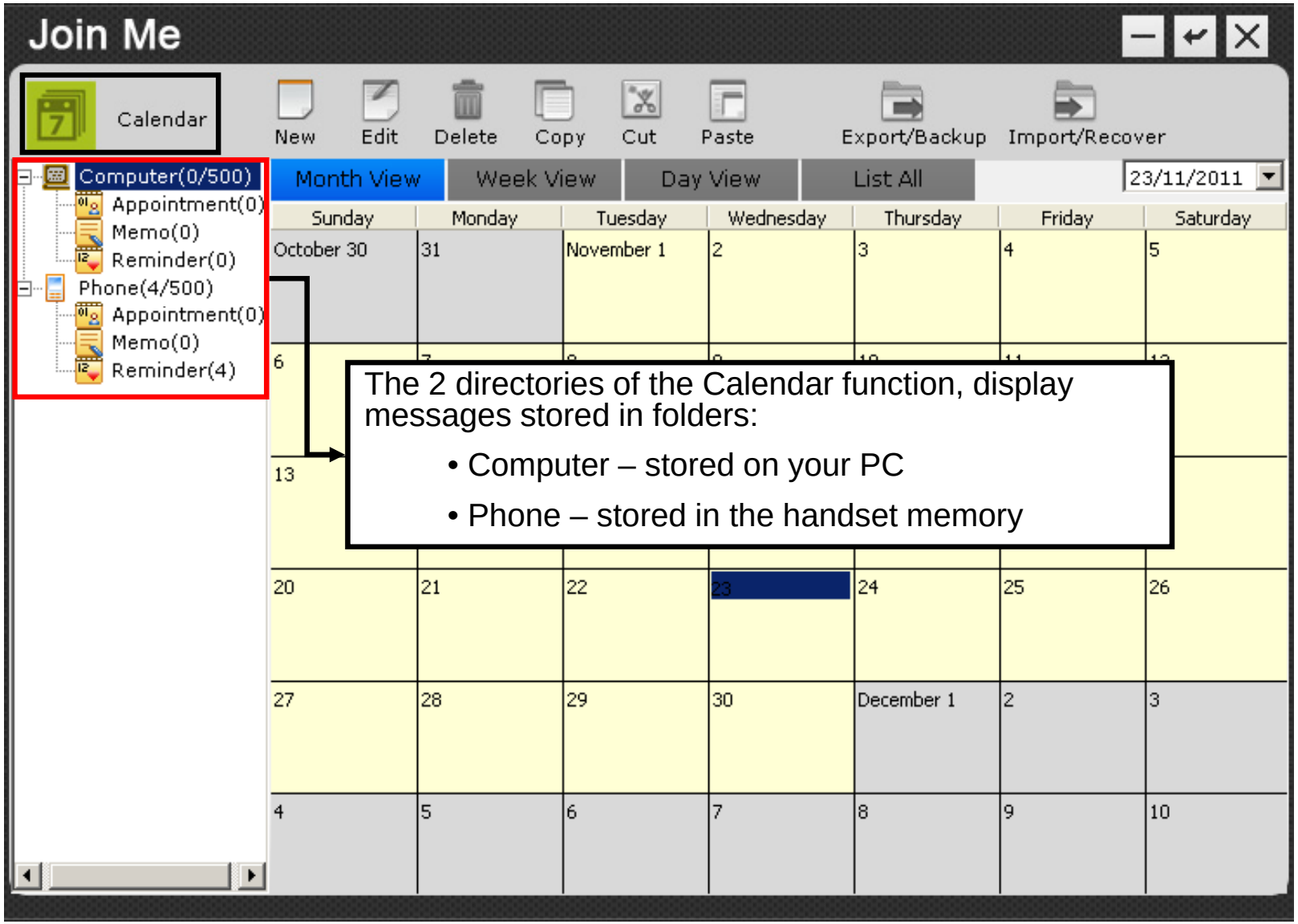
Join Me : Contacts



Join Me : SMS


Join Me
SMS
New
Edit
Send
Cut
Copy
Paste
Delete
Reply
Forward
Search
Computer(1)
Inbox(0/1)
Outbox(0)
Drafts(0)
Sent(0)
Phone(0)
Inbox(0/0)
Outbox(0)
Drafts(0)
Sent(0)
User folder1(0
User folder2(0
User folder3(0
User folder4(0
User folder5(0
User folder6(0
User folder7(0
User folder8(0
User folder9(0
User folder10(
SIM(1)
To / From
Content
Time
Status
Type
Message List viewing area
The 3 directories of the Message function, display messages stored in folders:
• Computer – stored on your PC
• Phone – stored in the handset memory
• SIM – stored on the SIM card

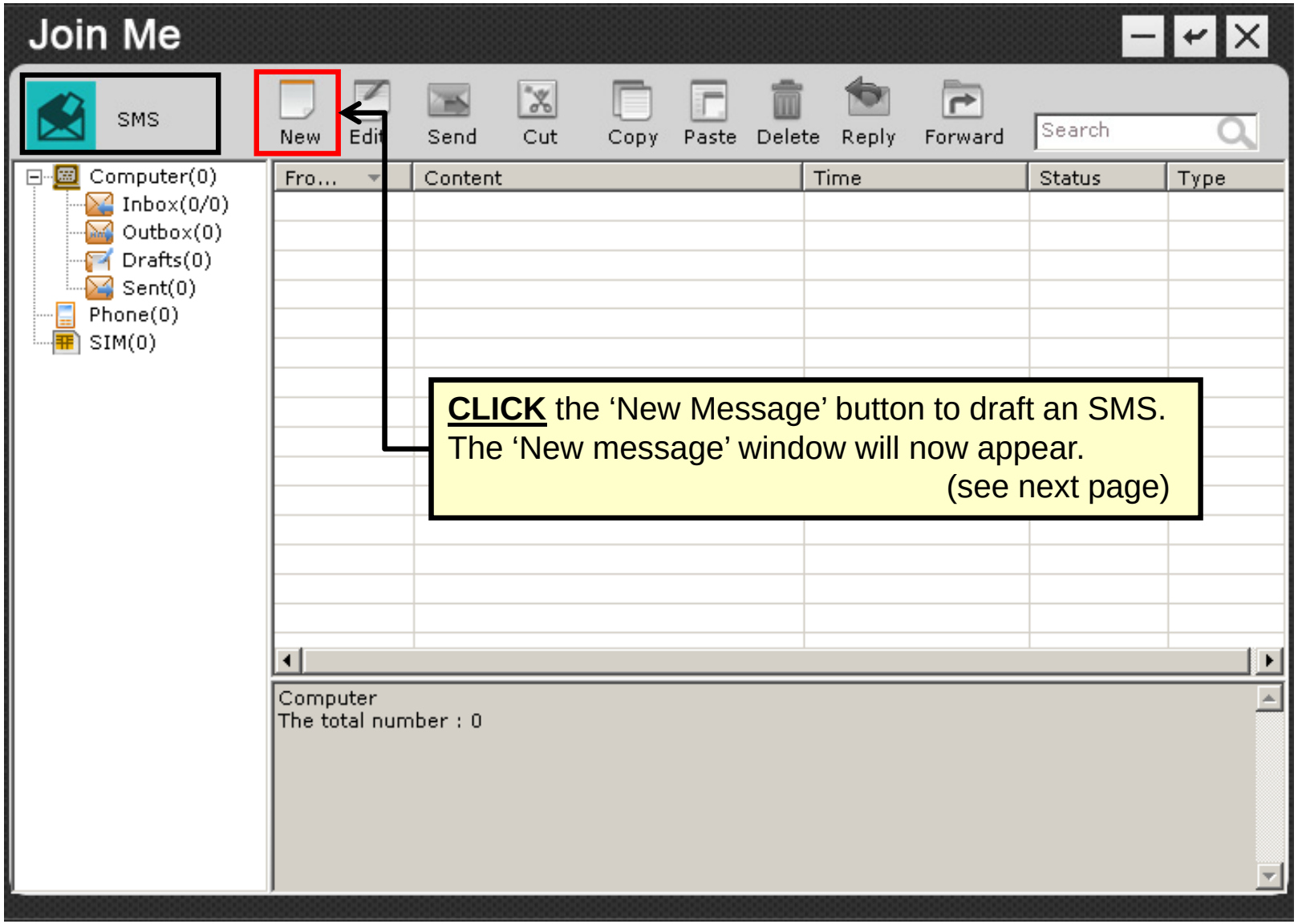
Join Me : Calendar



Join Me : Internet

Join Me
Join Me
Connect
The ‘Connect’ button creates an internet connection
Connection State:Disconnected
Time Connected:00:00:00
Data Sent: 0 KB
Data Received: 0 KB
Status Ares
Disconnect
Did you know, you can silence an incoming call ringtone without answering the call by pressing the side volume keys.

Sending Text Messages (SMS)

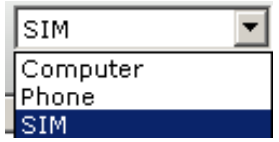


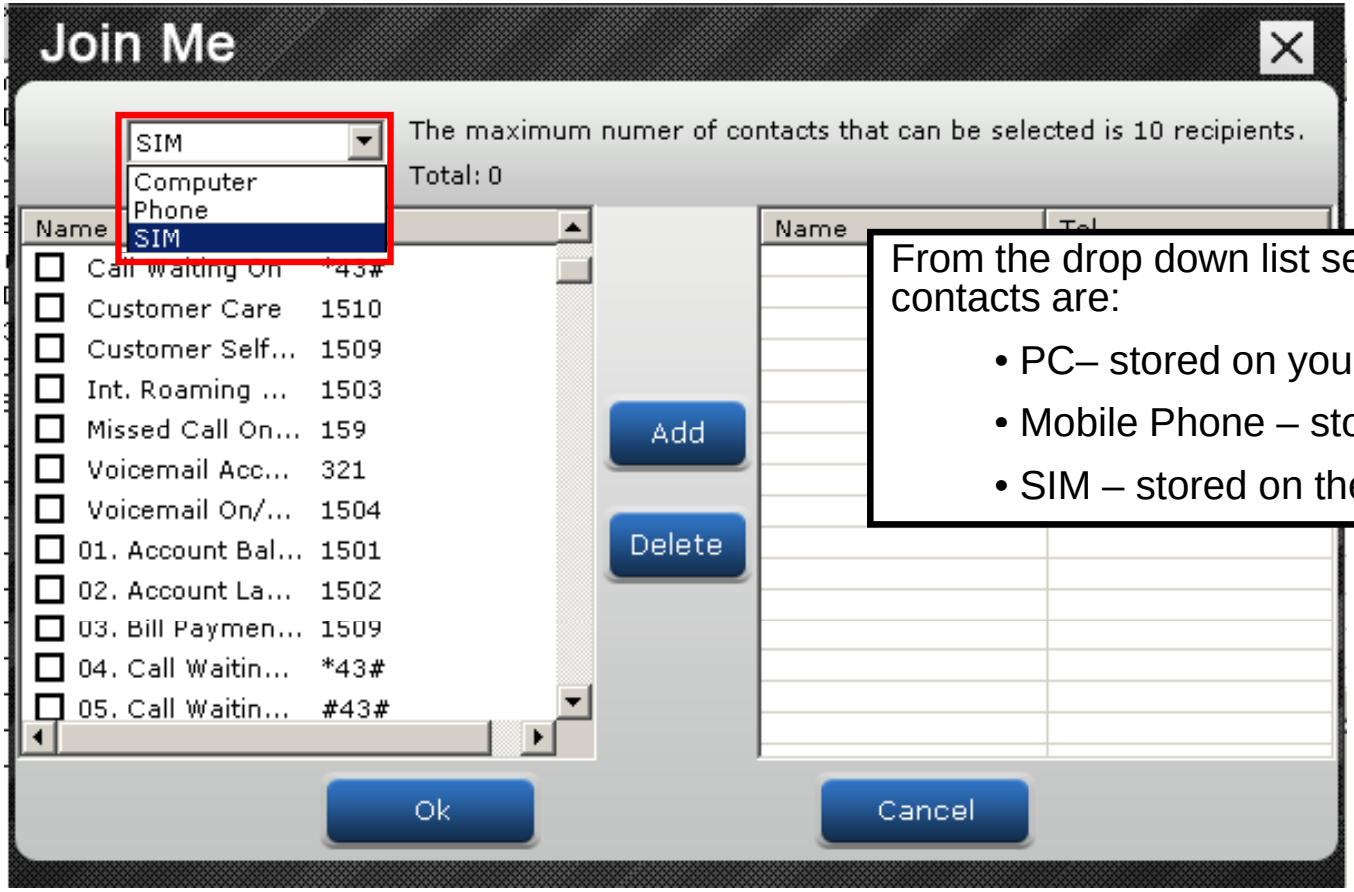
Sending SMS

CLICK the magnifying glass to select a contact from PC, mobile phone or SIM.

Note: You can send the same message to multiple recipients

Selecting SMS Contacts

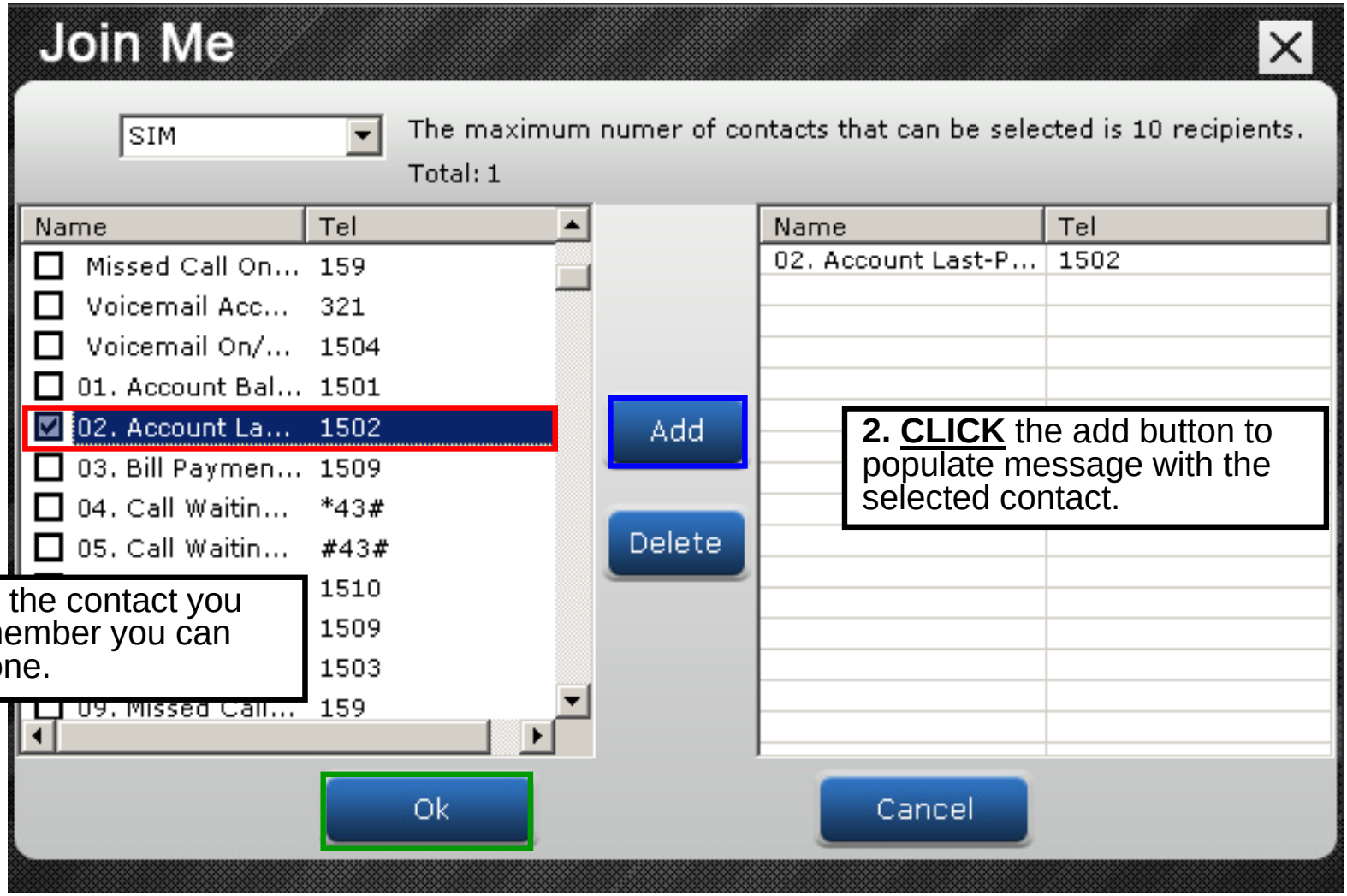




From the drop down list select the location where your contacts are:

- PC– stored on your PC
- Mobile Phone – stored in the handset memory
- SIM – stored on the SIM card

Adding SMS Contacts

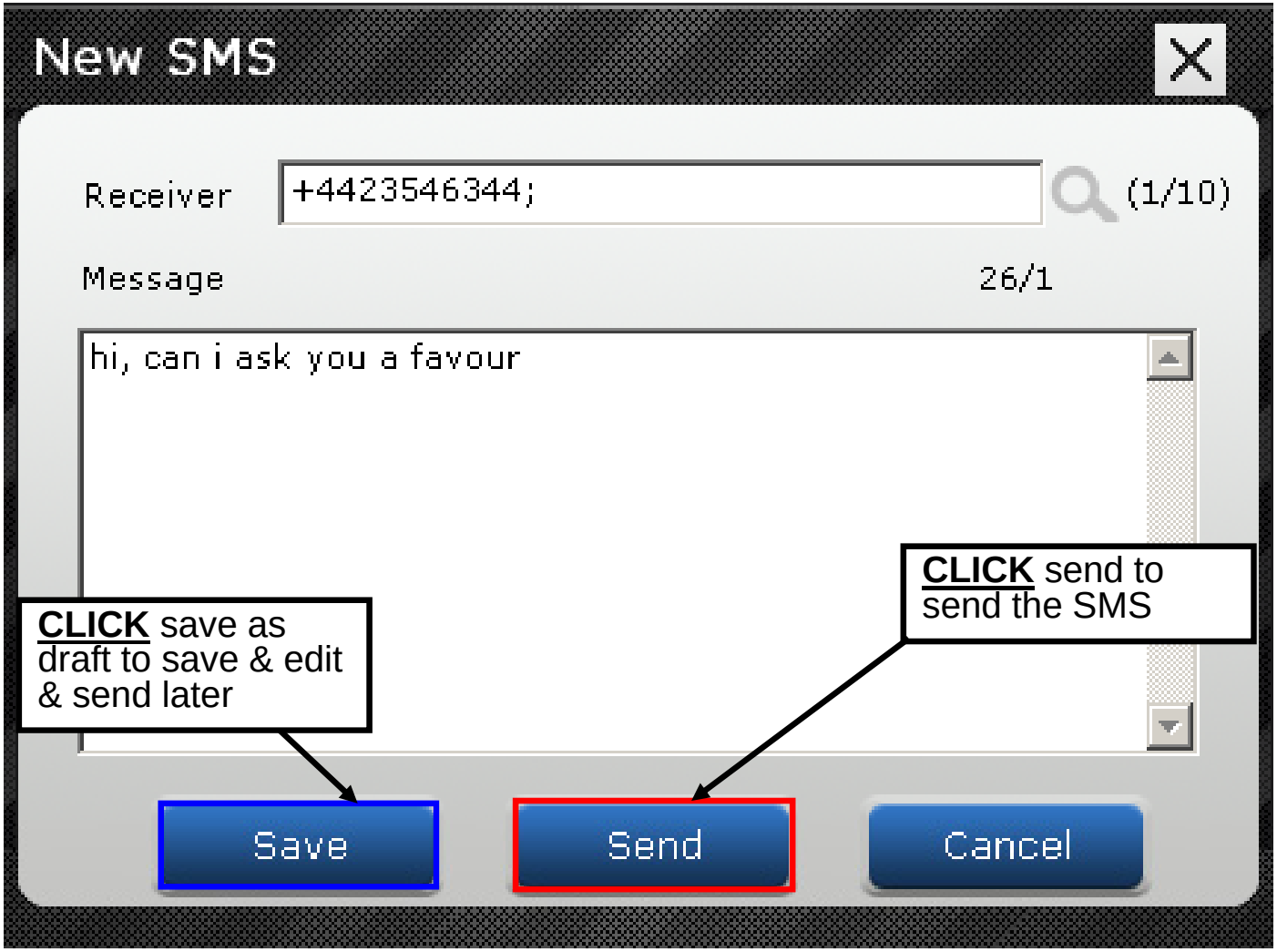


1. **TICK** the box of the contact you wish to SMS. Remember you can select more than one.

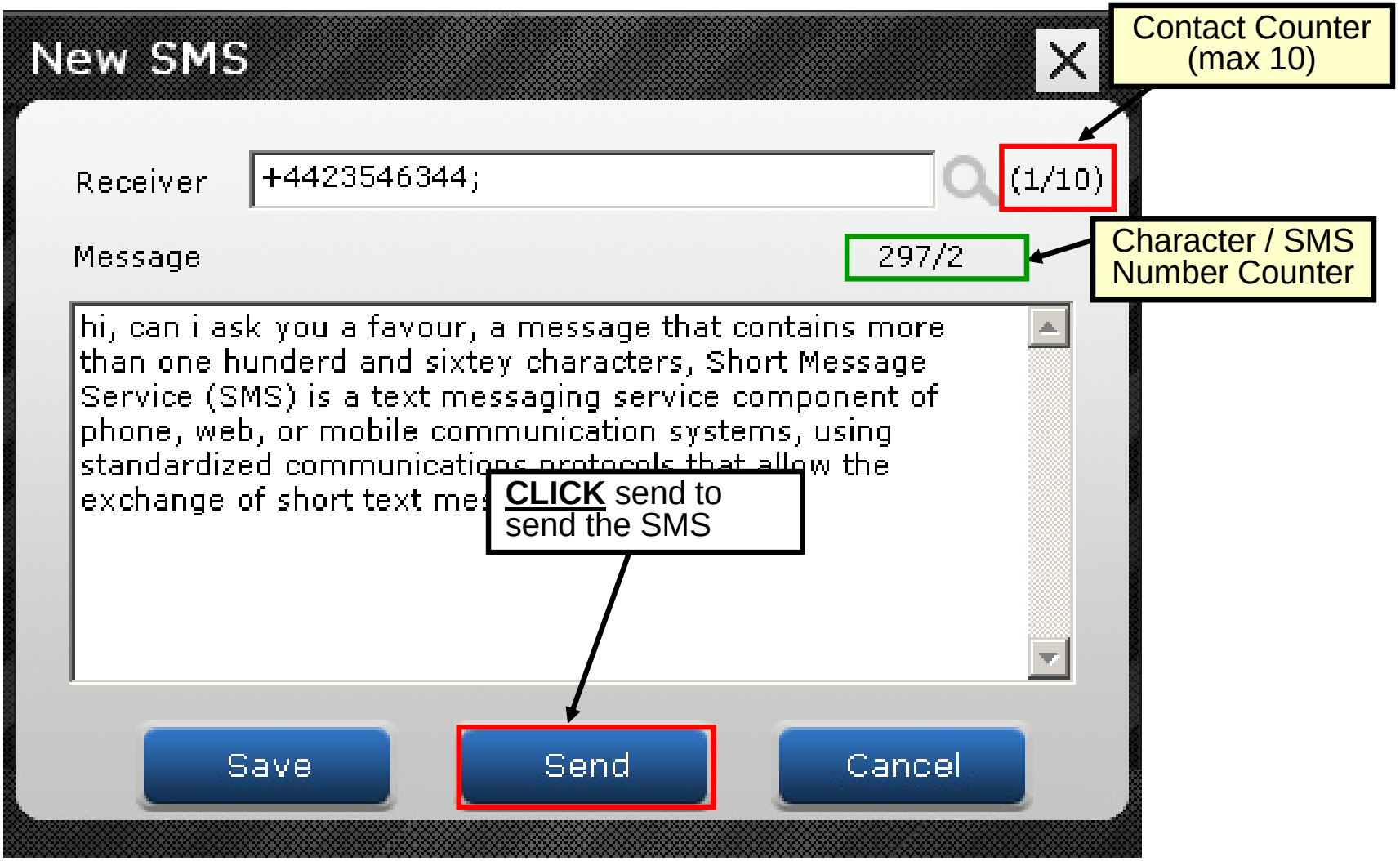
2. **CLICK** the add button to populate message with the selected contact.

3. Click OK to continue.

Sending SMS

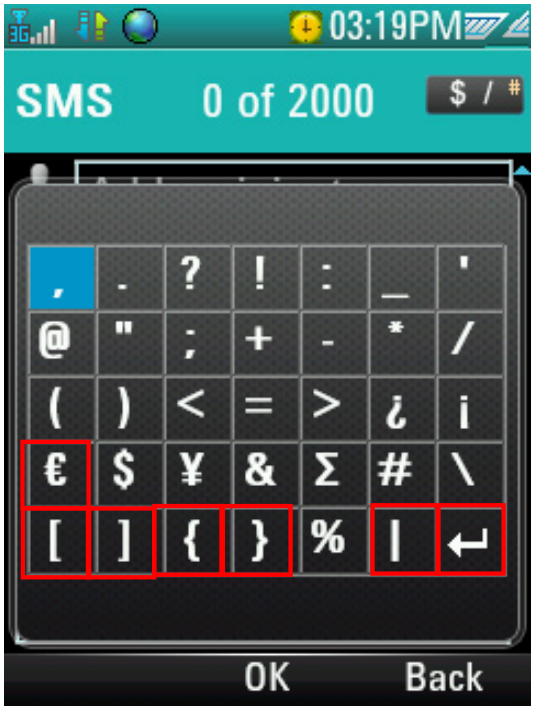

New SMS
Receiver
+4423546344;
(1/10)
Message
26/1
hi, can i ask you a favour
CLICK save as draft to save & edit & send later
CLICK send to send the SMS
Save
Send
Cancel

SMS – Message Length


New SMS
Receiver
+4423546344;
(1/10)
Message
297/2
hi, can i ask you a favour, a message that contains more than one hunderd and sixtey characters, Short Message Service (SMS) is a text messaging service component of phone, web, or mobile communication systems, using standardized communications protocols that allow the exchange of short text mes
Save
Send
Cancel
Contact Counter (max 10)
Character / SMS Number Counter
CLICK send to send the SMS

- The maximum length of an SMS is 160 characters by default. If this maximum is exceeded the SMS will be sent as 2 SMS.

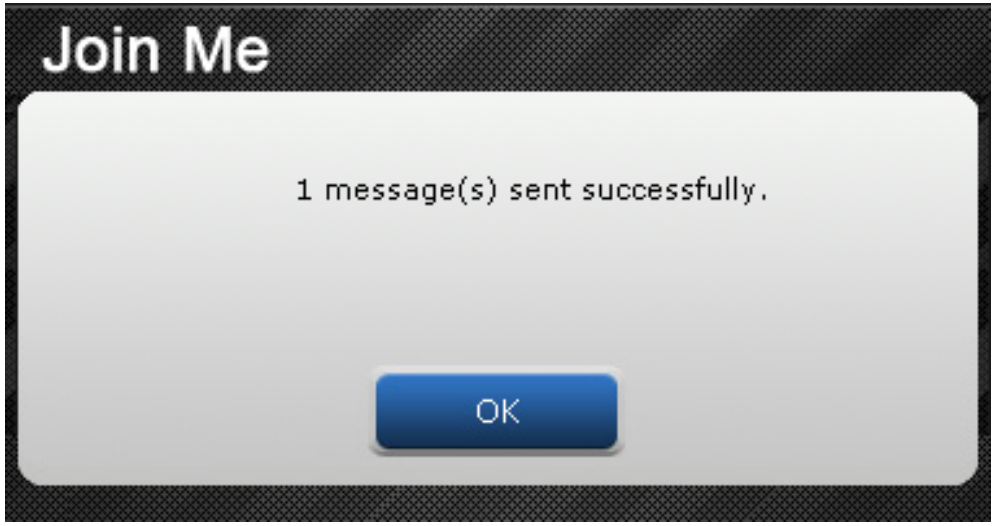
SMS – Unicode characters



❑ The characters indicated by a red box in the image here are Unicode Characters. This means that they are not part of the standard SMS character set and they require 2 SMS characters to transmit them.

❑If you use any of these characters in your message the message length is limited to 70 characters. If you exceed 70 characters then the message will be sent using 2 SMS messages.

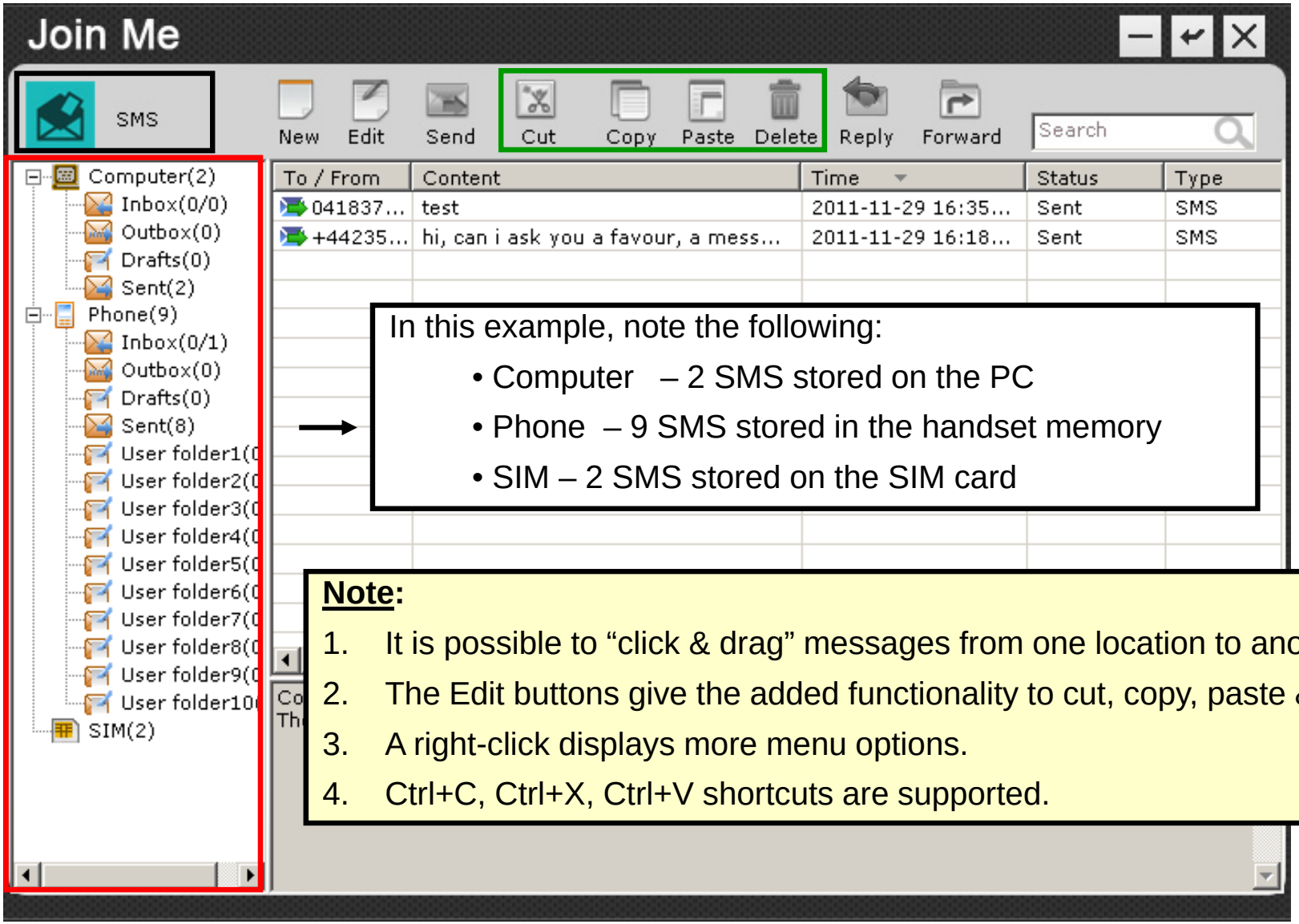
Sending SMS



Note: The status window will be displayed showing the status of your sent message.

- SMS messages sent from JoinME are **stored on your PC** in the 'Computer' folder of the 'Message' tab.

SMS Management



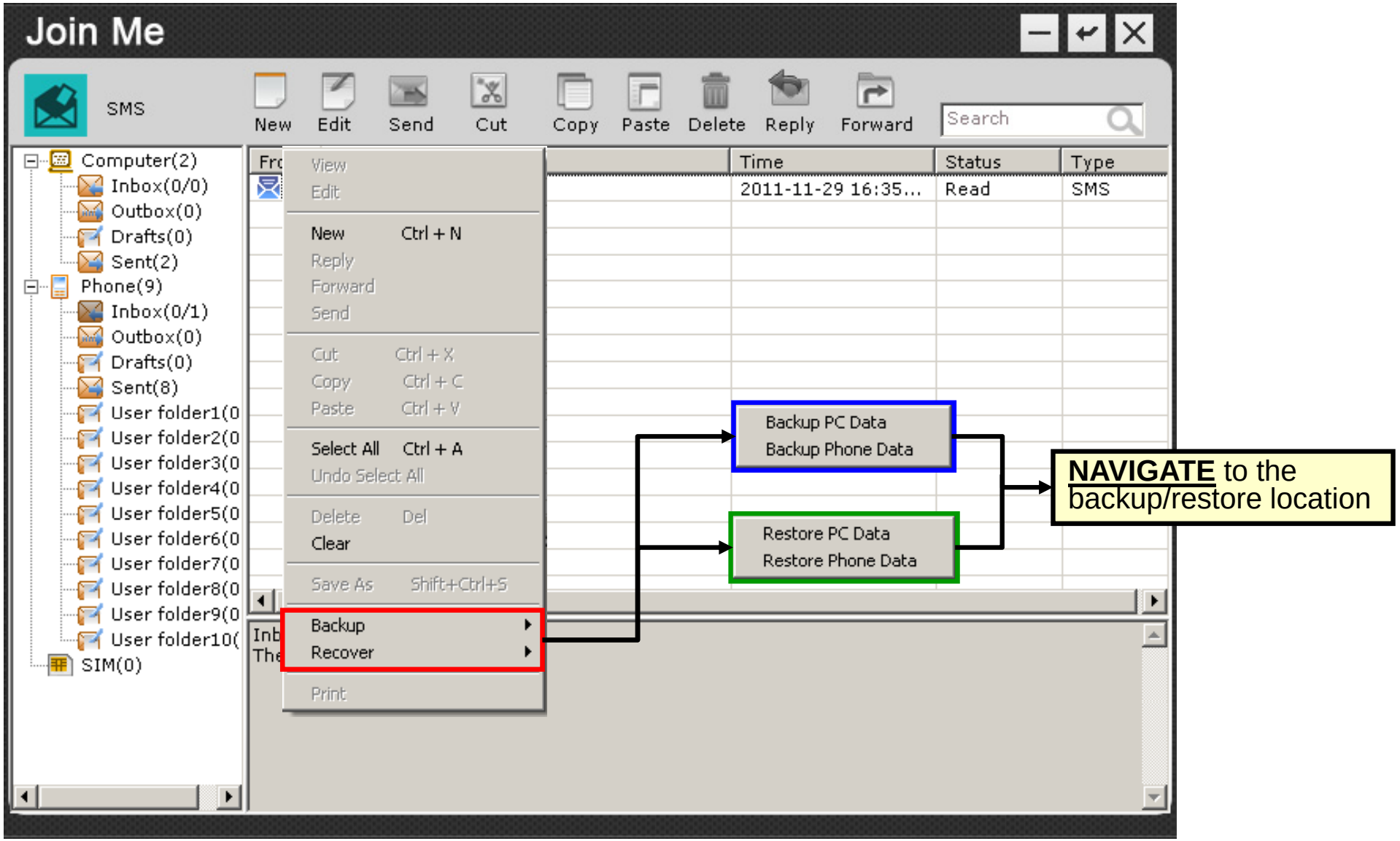
In this example, note the following:

- Computer – 2 SMS stored on the PC
- Phone – 9 SMS stored in the handset memory
- SIM – 2 SMS stored on the SIM card

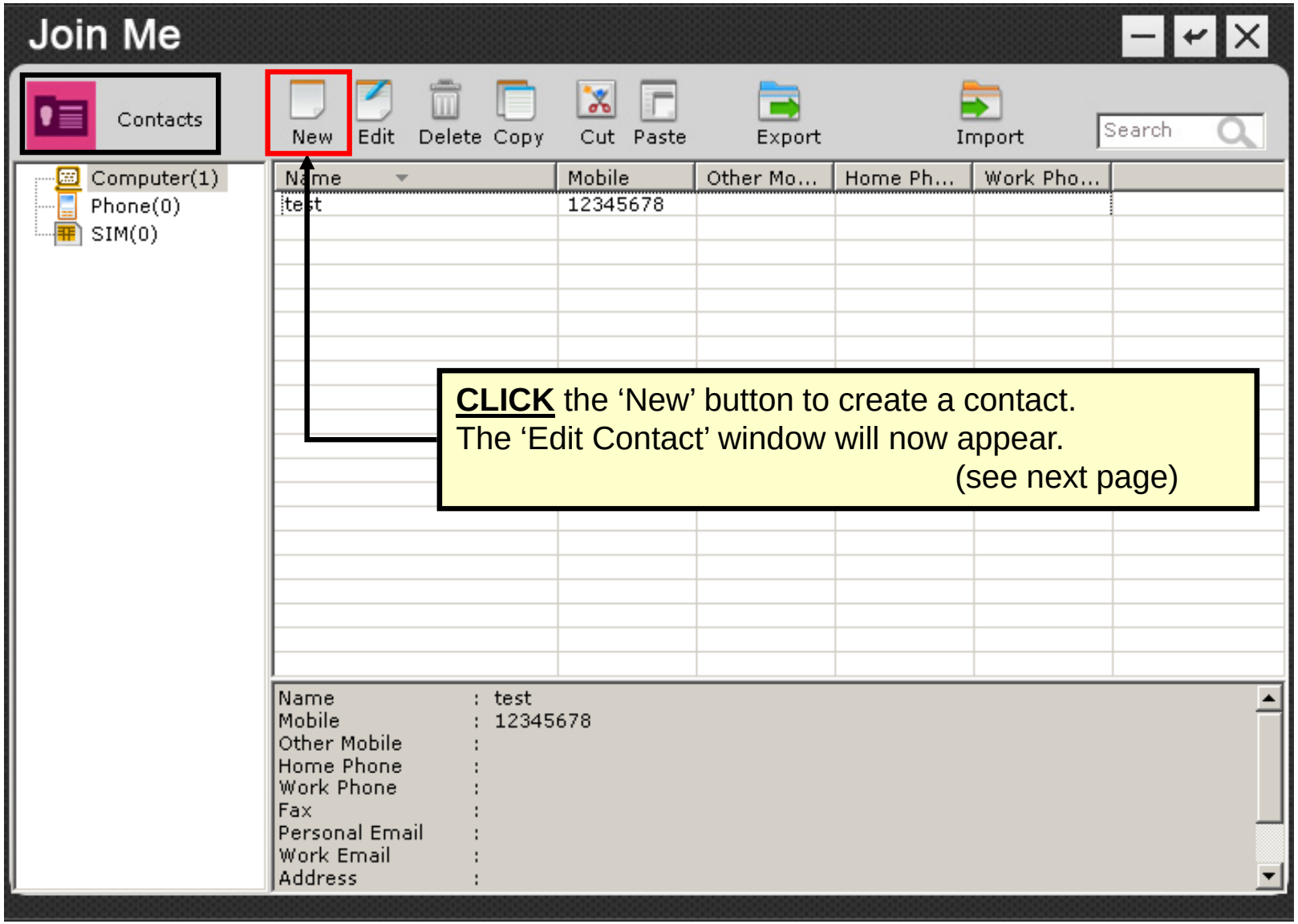
Note:

1. It is possible to “click & drag” messages from one location to another.
2. The Edit buttons give the added functionality to cut, copy, paste & delete
3. A right-click displays more menu options.
4. Ctrl+C, Ctrl+X, Ctrl+V shortcuts are supported.

SMS Backup/Recover



Creating Contacts



Create ‘Contact’

1. From the options listed **SELECT** the location where your contact will be saved:

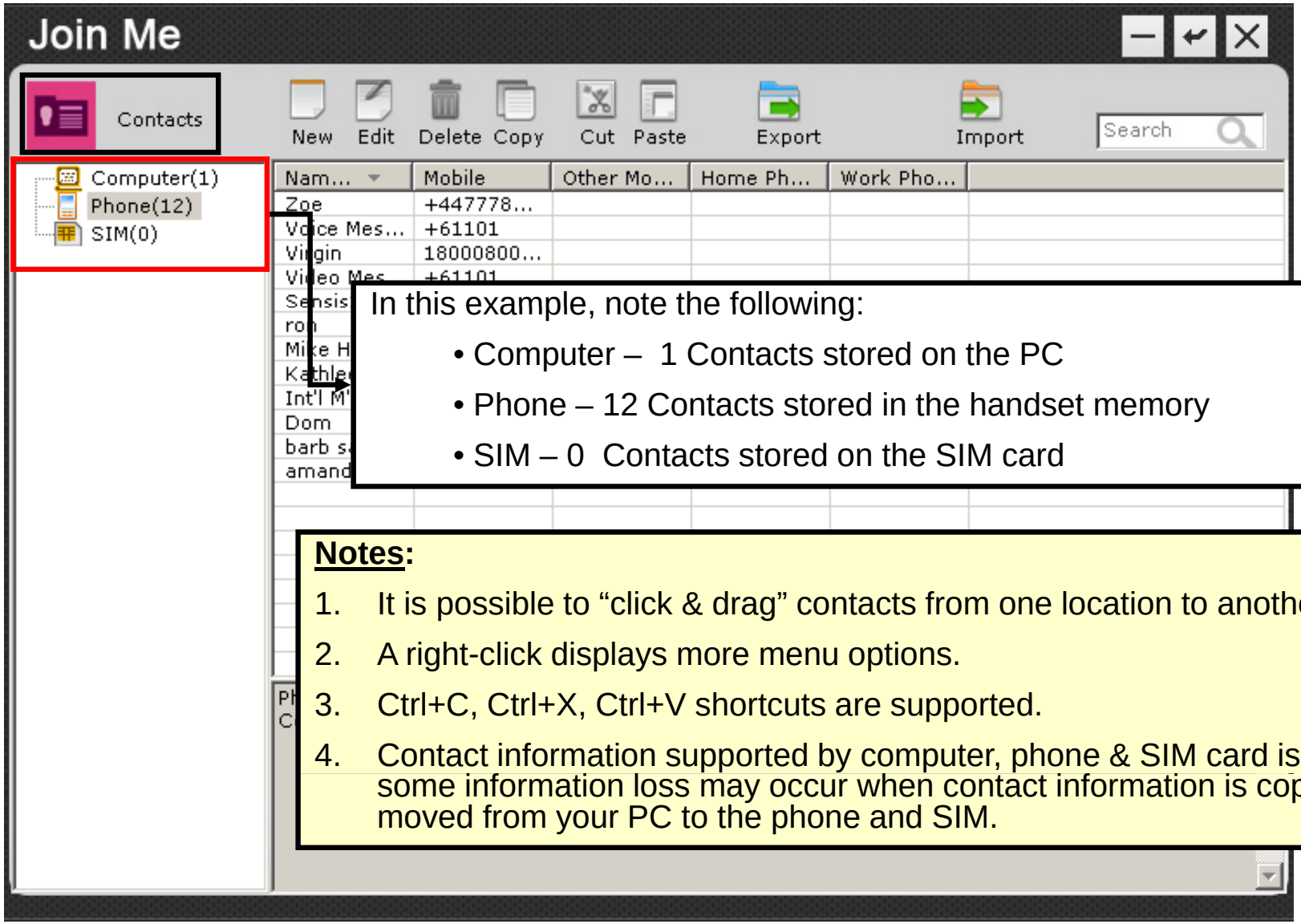
- Computer – stored on your PC
- Phone – stored in the handset memory
- SIM – stored on the SIM card
- All – computer, phone & (U)SIM

2. ENTER all the information for the contact for the new contact

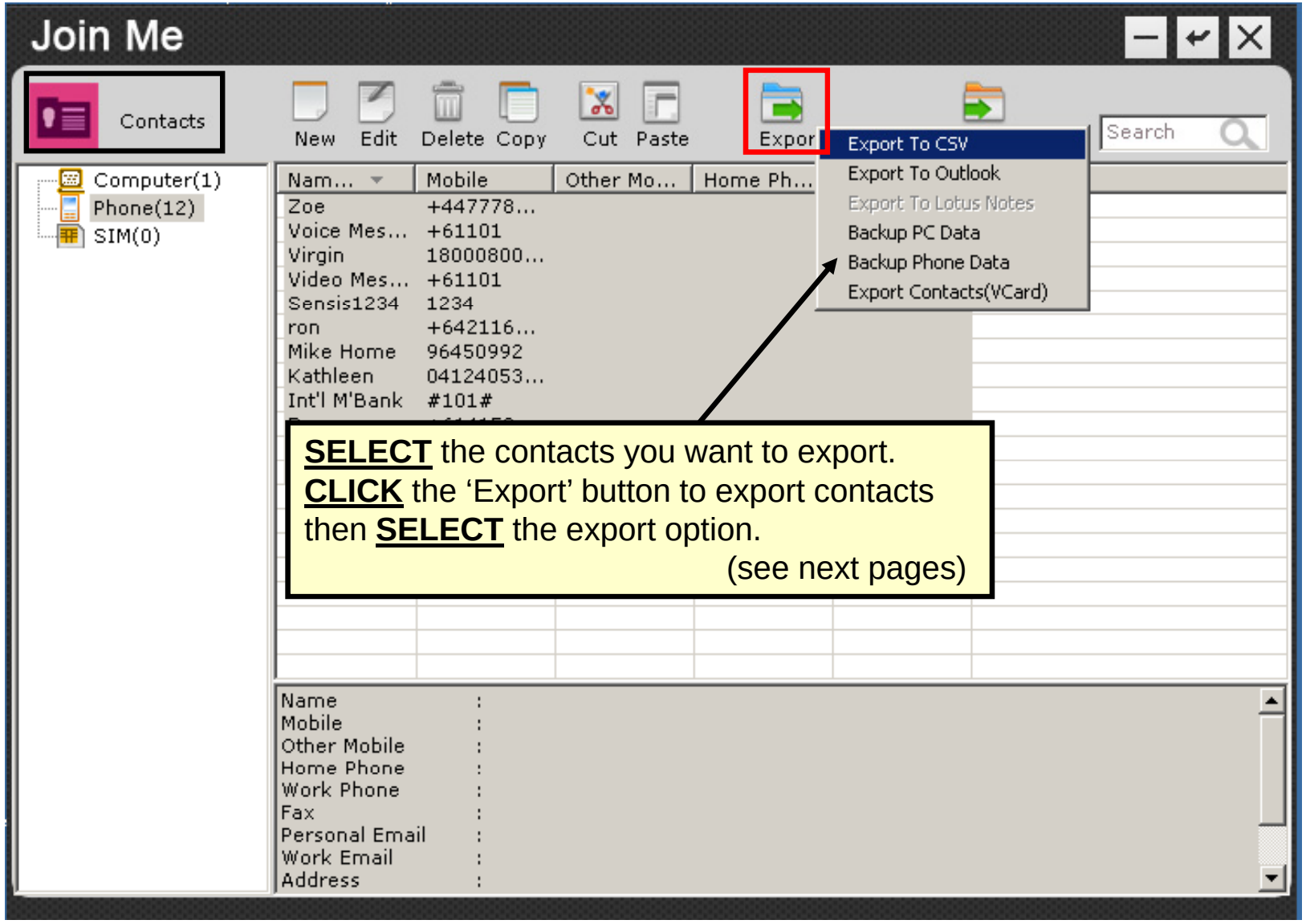
3. CLICK Save

Note: There is space to insert a picture, however this is not supported.

Contact Management



Export Contacts



Export to CSV

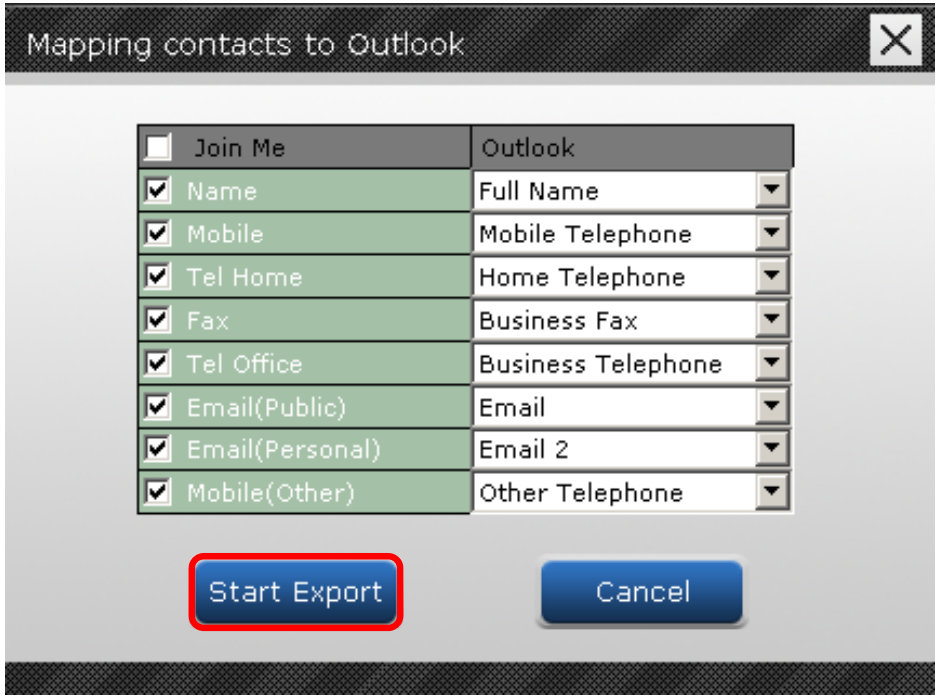
This option will **SAVE** the csv file to a location on your computer for use with other applications.

Note:

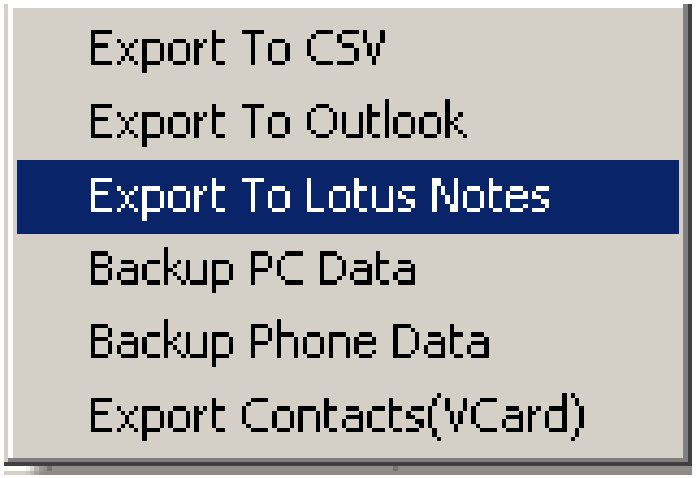
For basic instructions on Windows operations and using computers and peripherals, please see your respective user's manual.

Export to Outlook

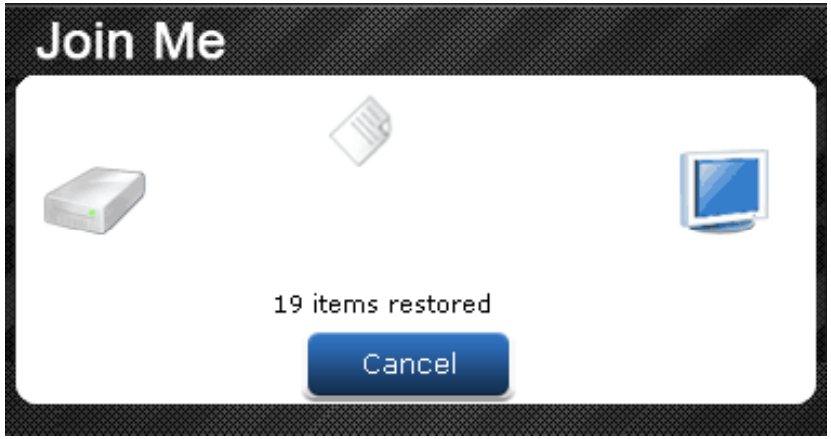
TICK the boxes to select the fields you wish to export from Join Me, then **SELECT** the Outlook fields you wish to map them to. **CLICK** 'Start Export' to commence the export.



Export to Lotus Notes

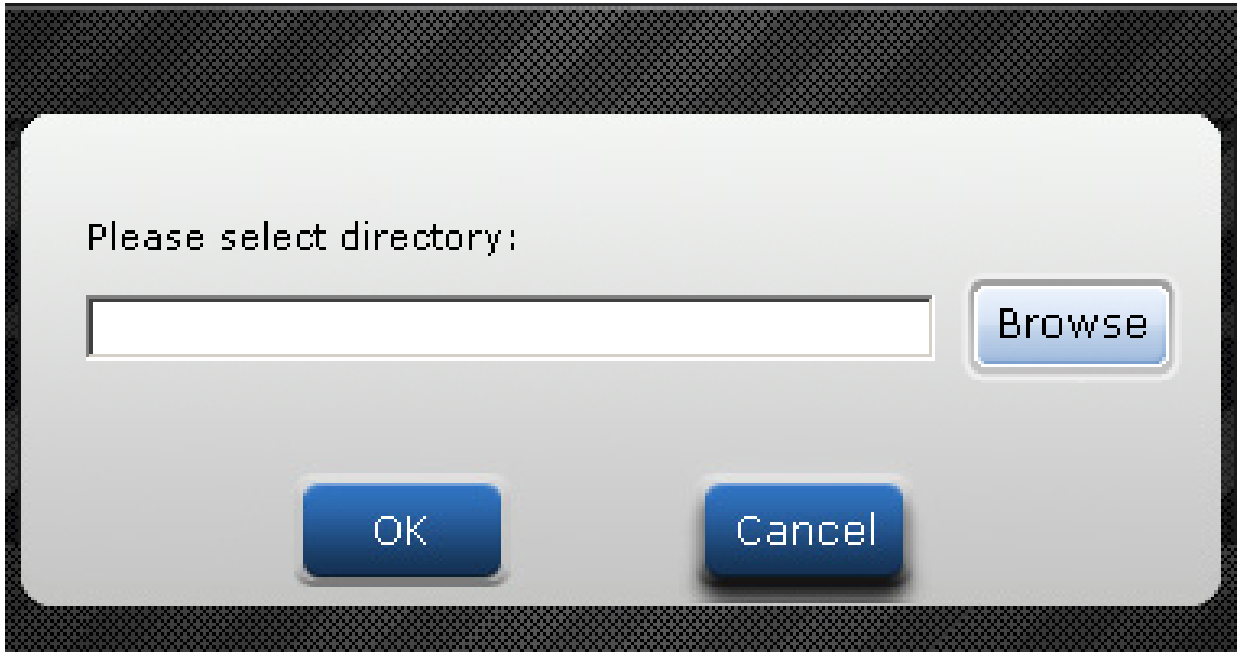


After selecting the export option. Join Me will proceed to automatically export the selected contacts to Lotus Notes

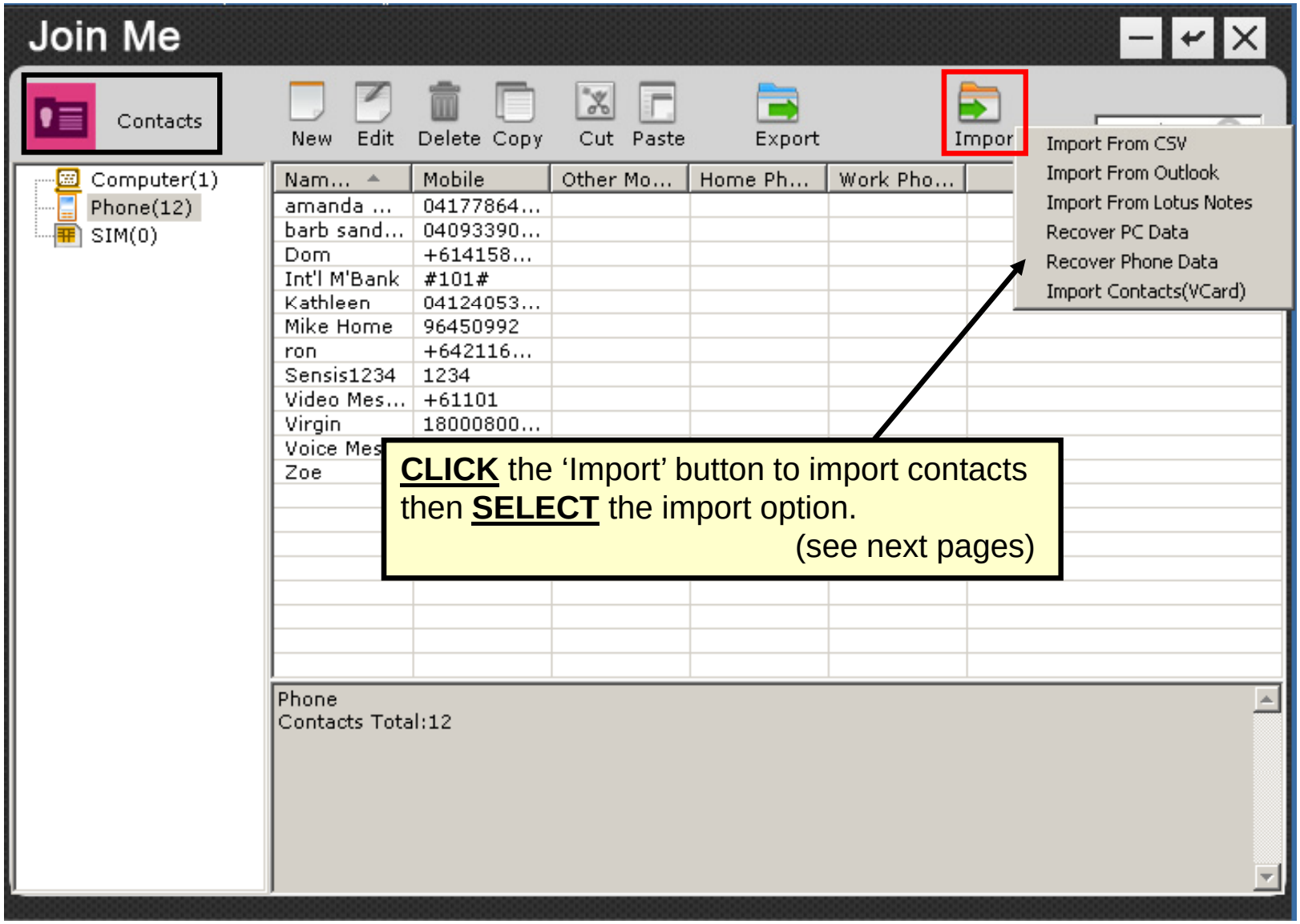


Export to VCard

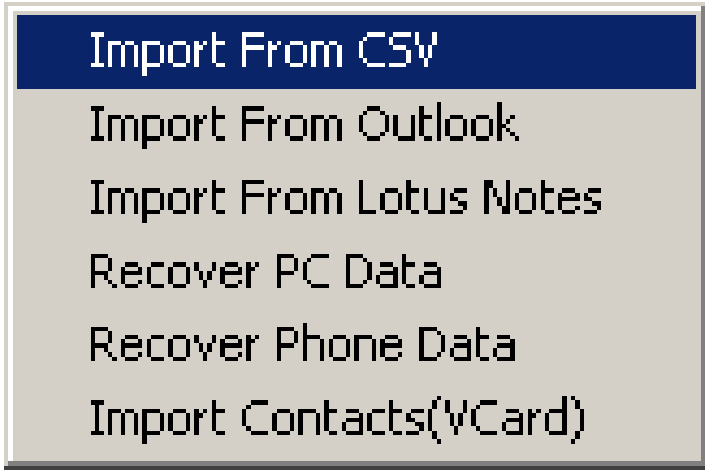
BROWSE to the folder where you want to save the VCards, then **CLICK** OK



Import Contacts

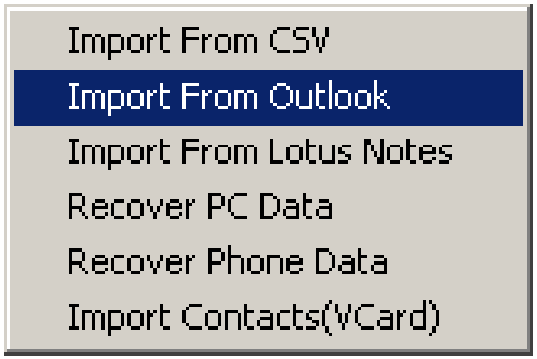


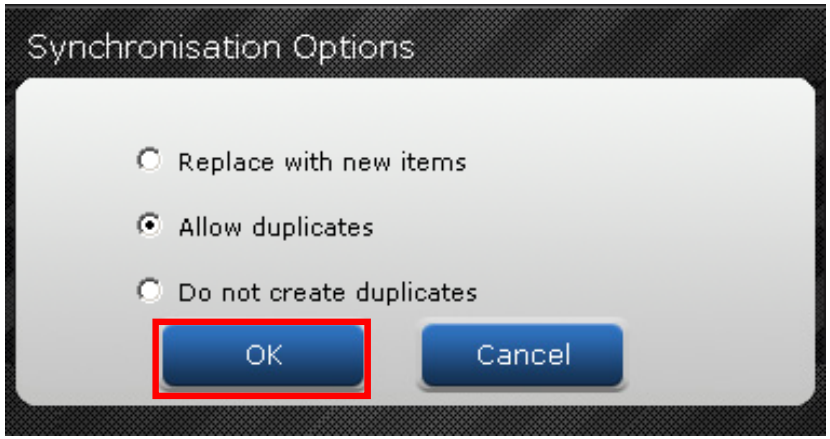
Import From CSV



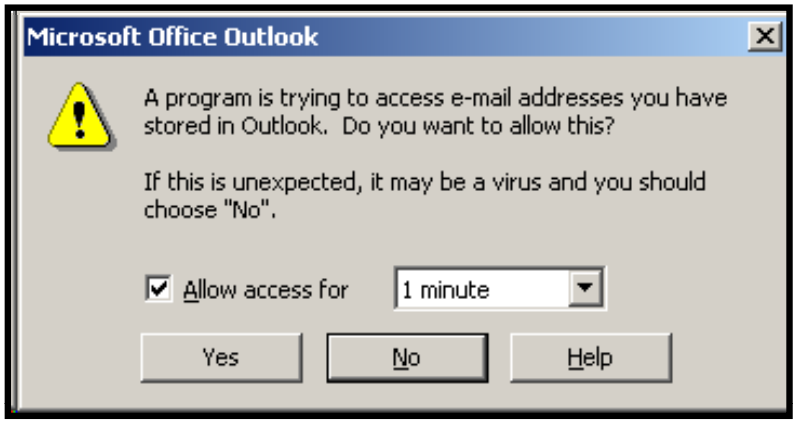
- This method is recommended for users with advanced PC skills. **Hint:** Create & save a dummy contact to understand the CSV file formats.

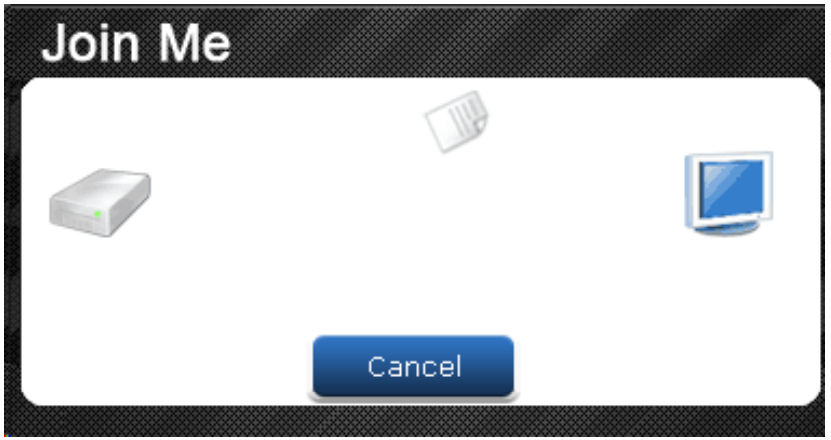
Import From Outlook





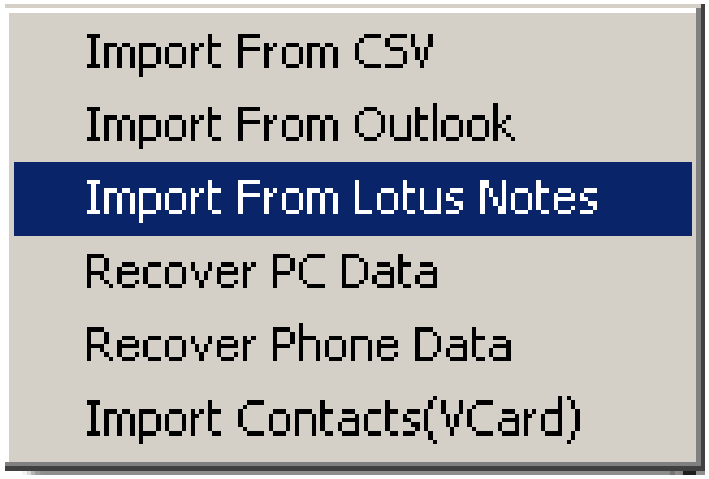
1. SELECT the appropriate synchronisation option, click OK & follow the prompts to allow access (if prompted)


Microsoft Office Outlook
A program is trying to access e-mail addresses you have stored in Outlook. Do you want to allow this?
If this is unexpected, it may be a virus and you should choose "No".
Allow access for
1 minute
Yes
No
Help

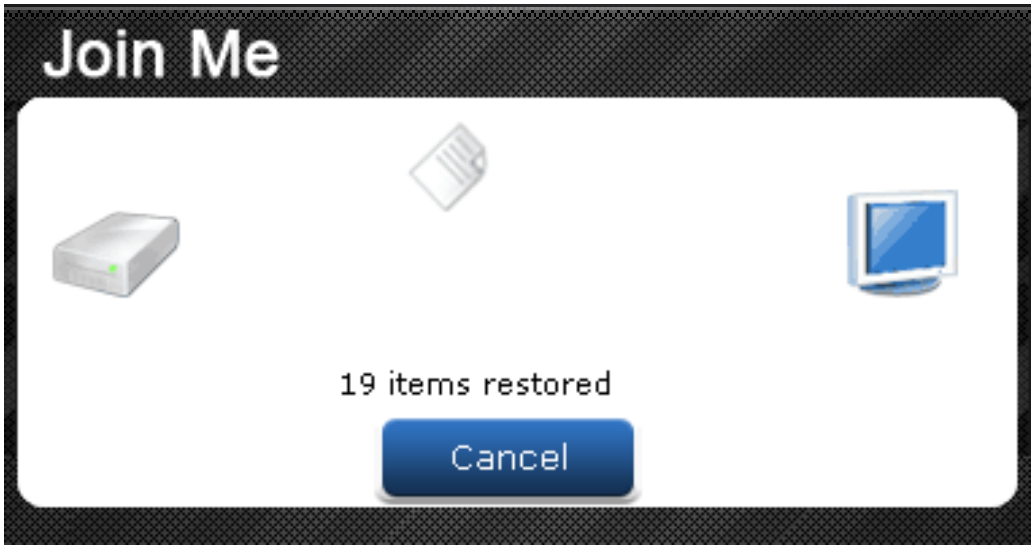


Note:
If you are having trouble with the importing of contacts from Outlook not all functions are supported. ZTE suggest you follow the Import from CSV process outlined on the previous page.

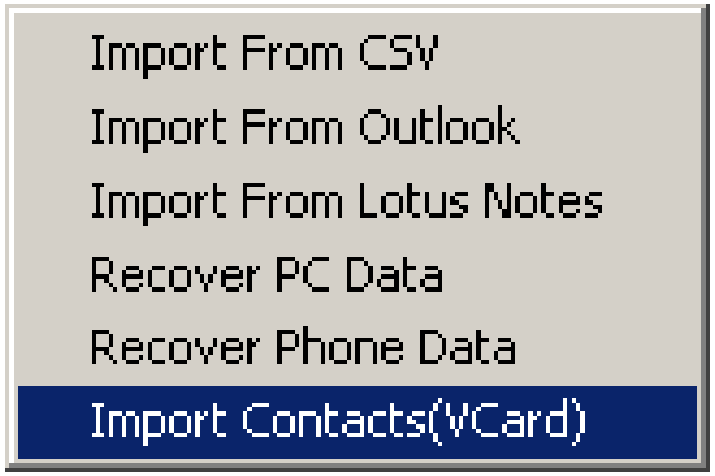
Import From Lotus Notes



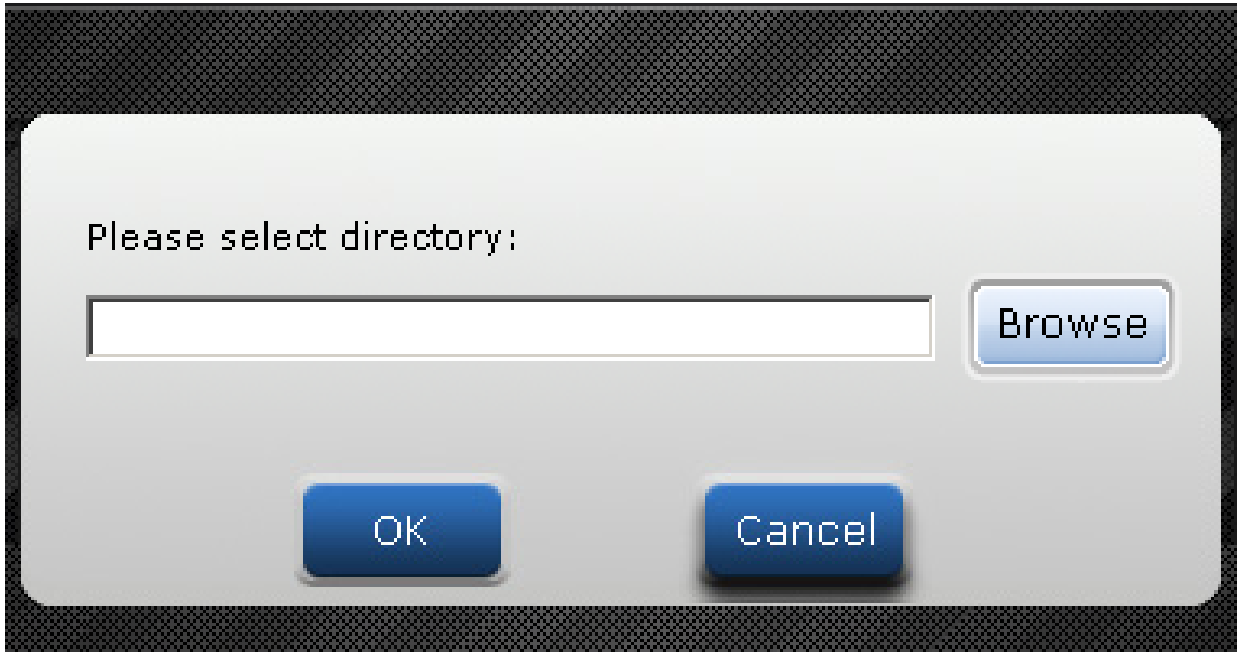
After selecting the import option. Join Me will proceed to automatically import all contacts from Lotus Notes



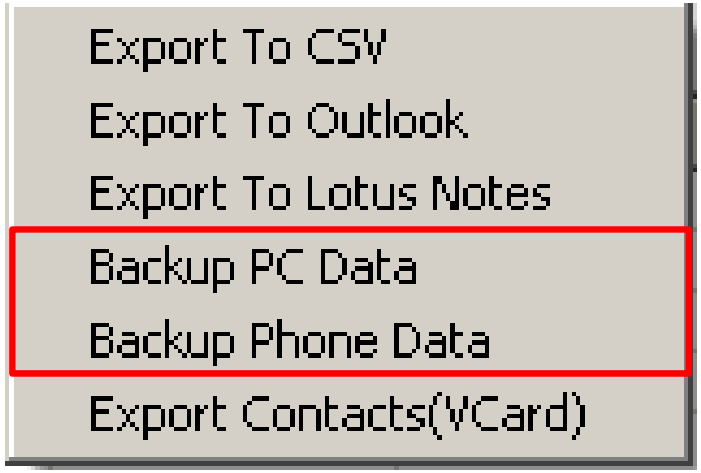
Import from VCard



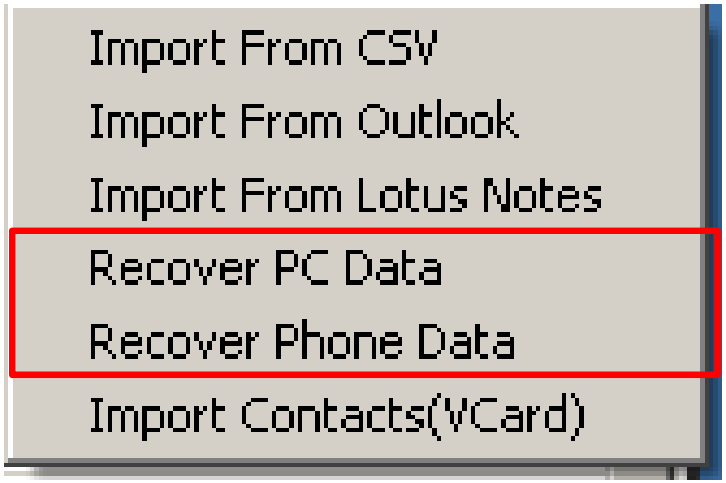
BROWSE to the folder where you want to save the VCards, then **CLICK** OK



Backup / Recover PC & Phone Data

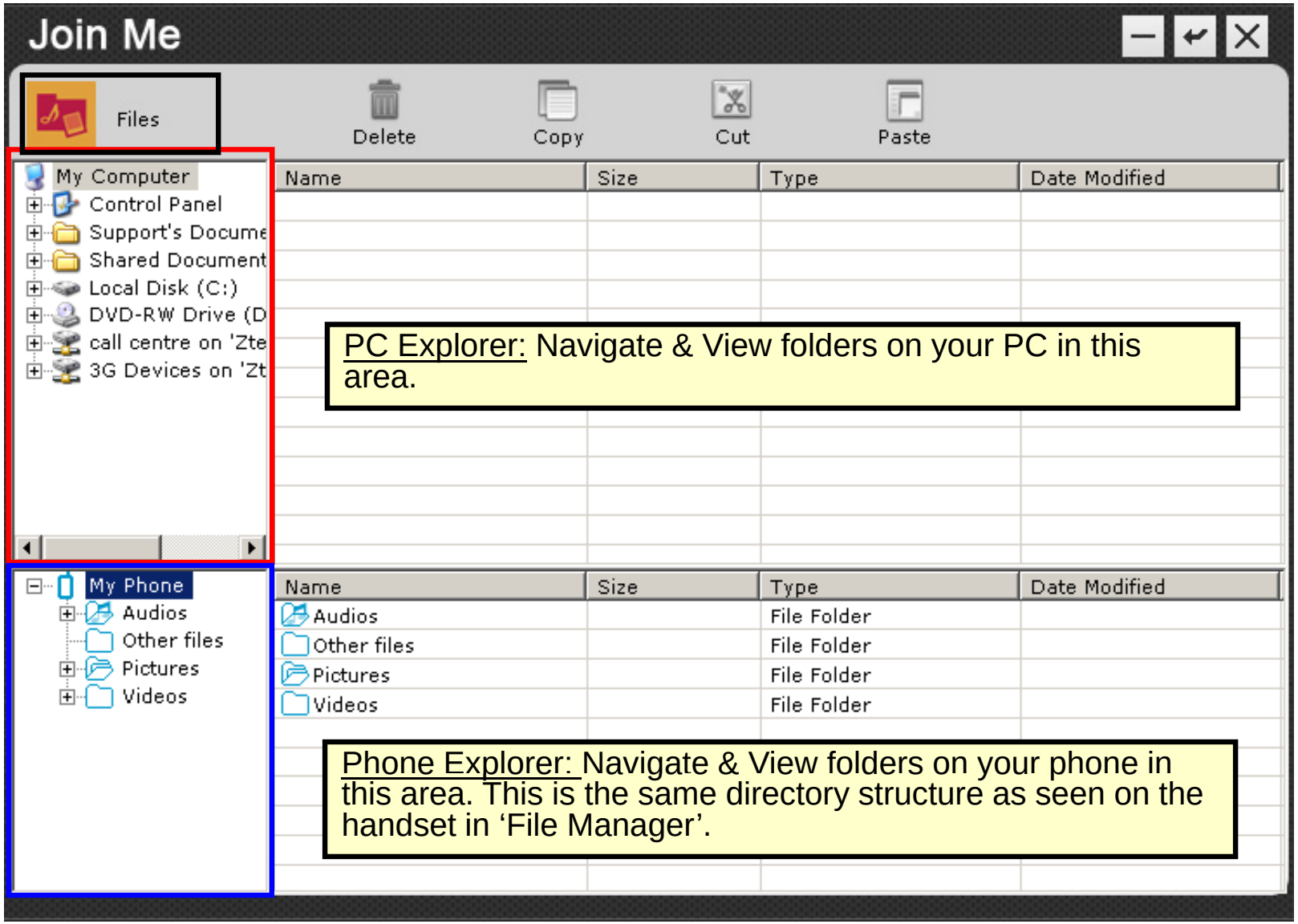


1. SELECT the source option (PC or Phone), SELECT the location for the backup file & **CLICK** Save.

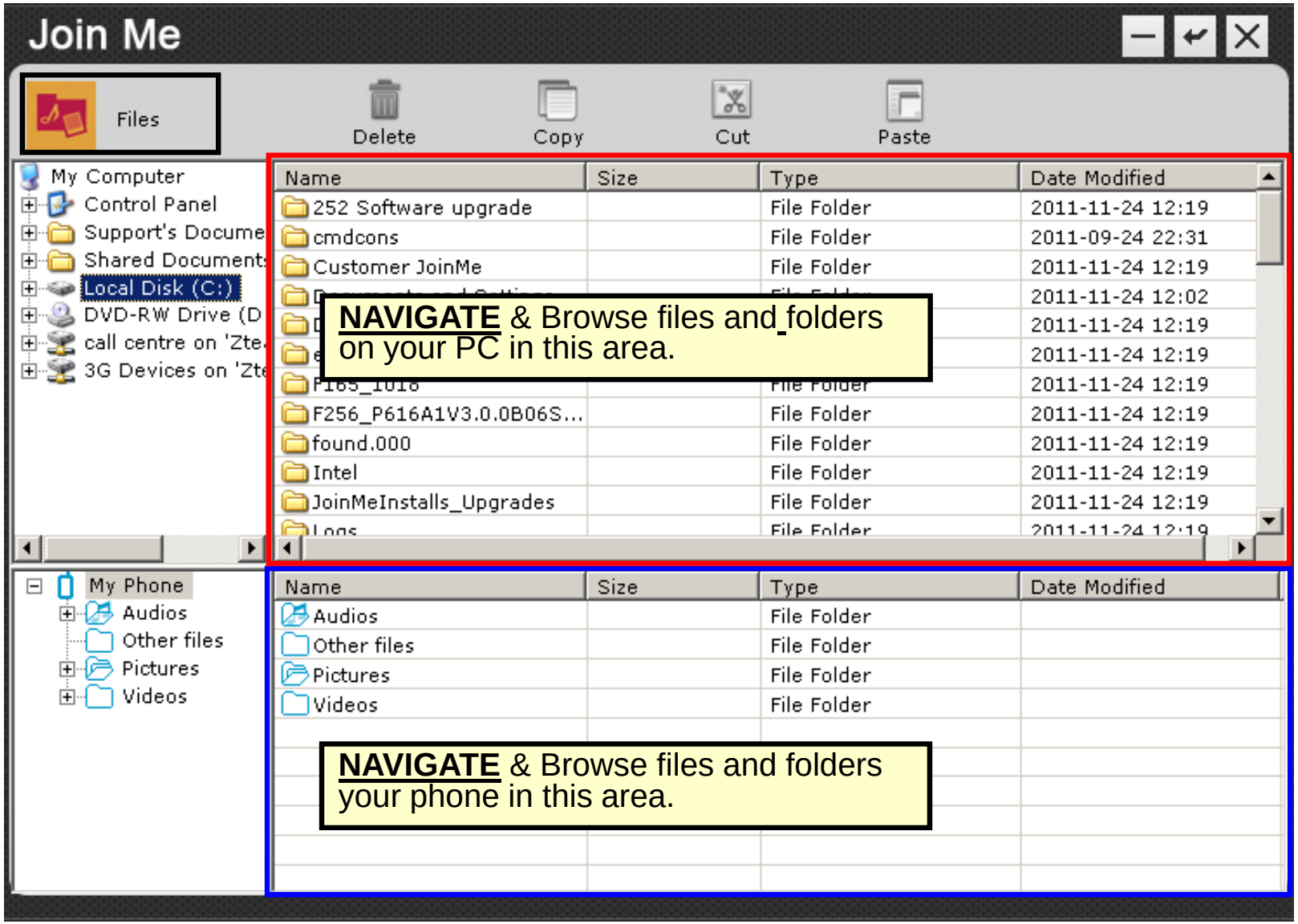


1. SELECT the source option (PC or Phone), LOCATE the backup file & **CLICK** Open.

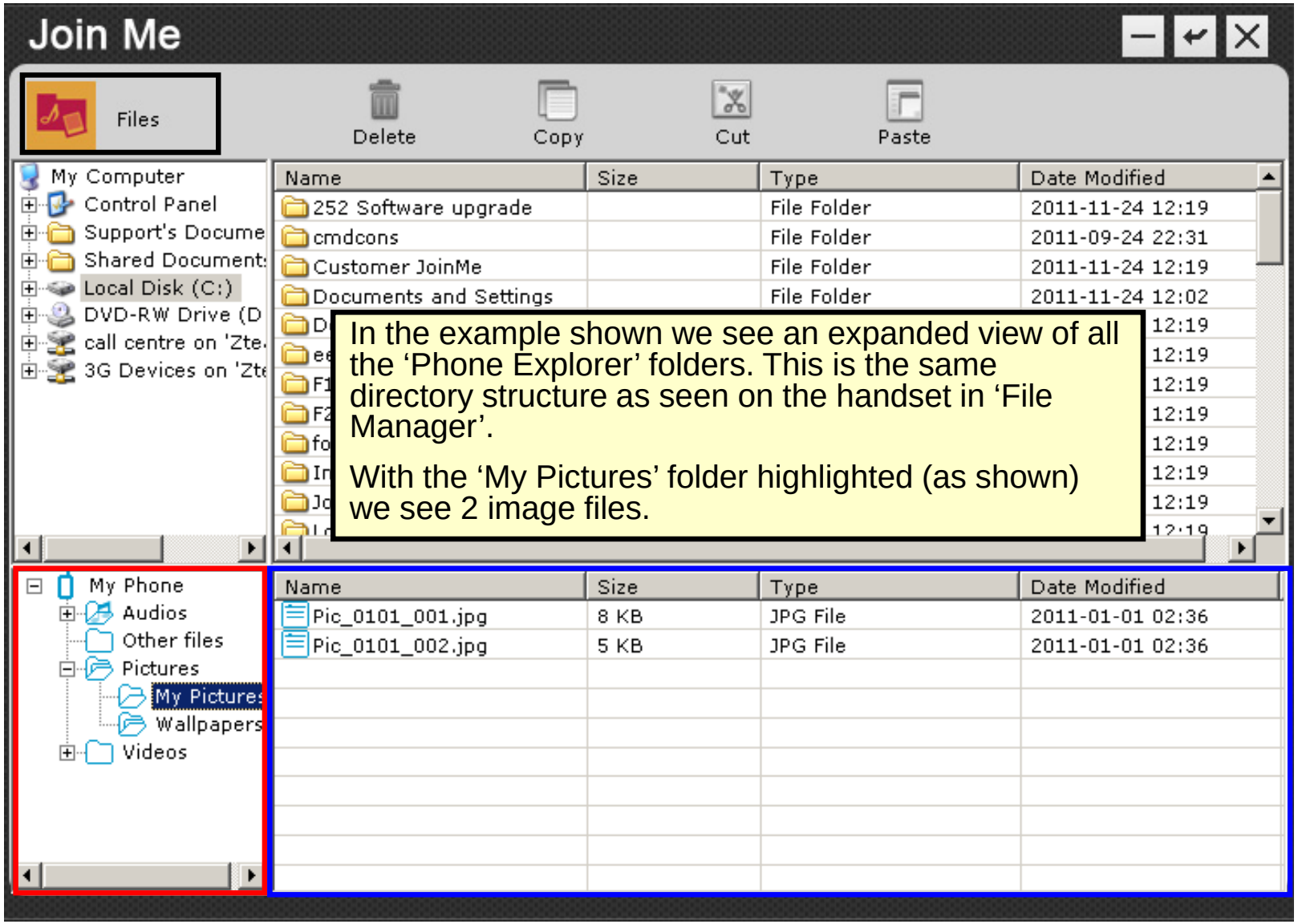
Join Me : Files



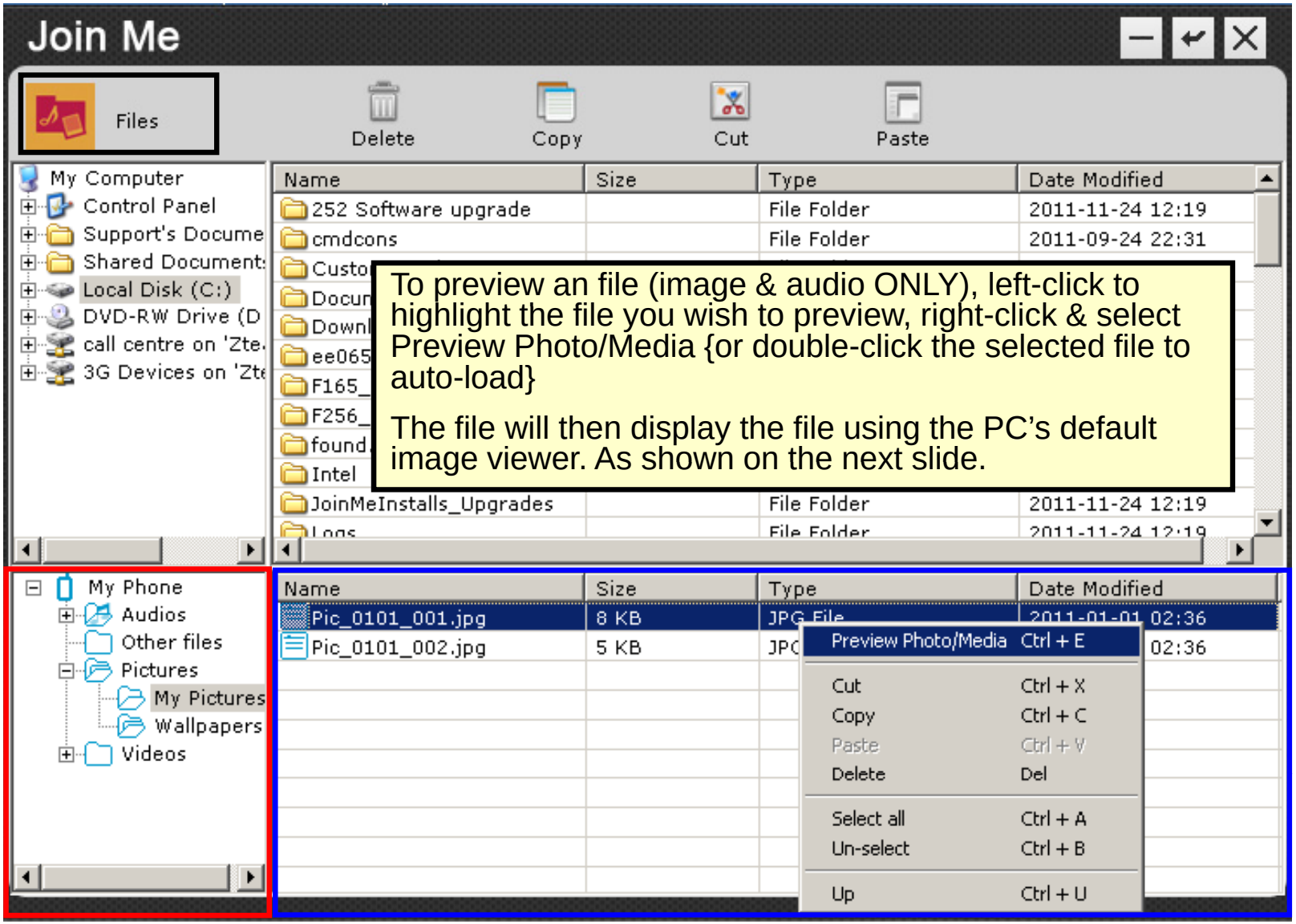
Join Me : Files



The ‘Phone Explorer’



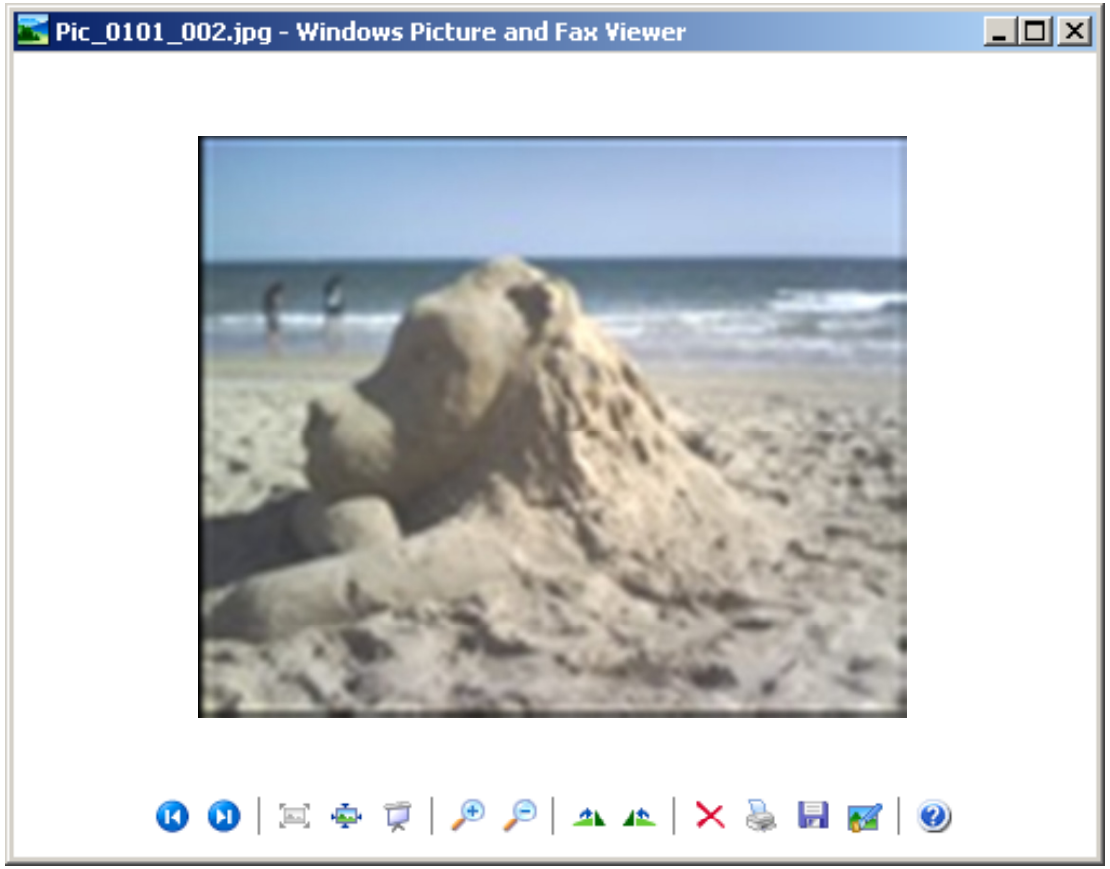
Previewing files



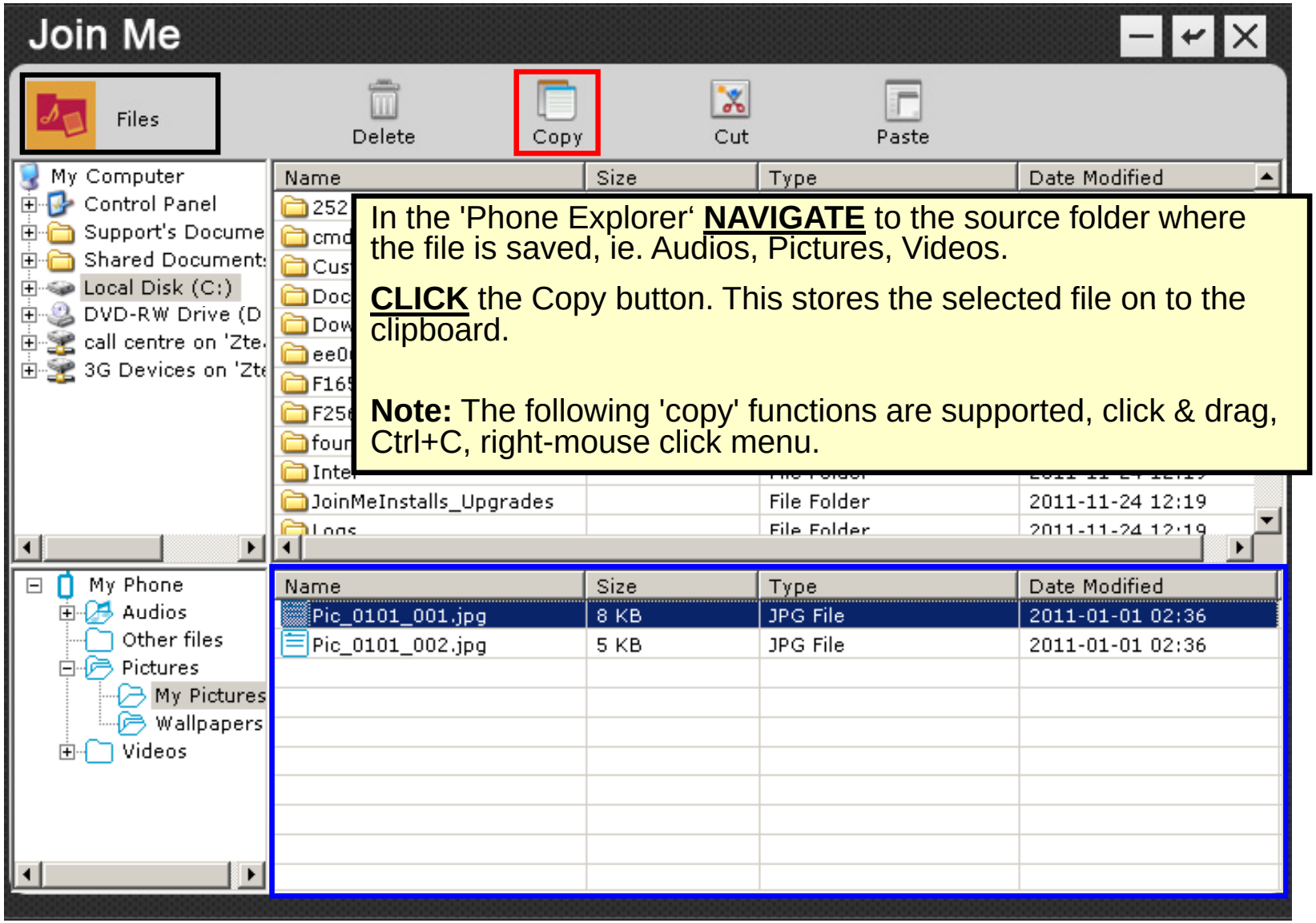
To preview an file (image & audio ONLY), left-click to highlight the file you wish to preview, right-click & select Preview Photo/Media {or double-click the selected file to auto-load}

The file will then display the file using the PC's default image viewer. As shown on the next slide.

Previewing files



Copy file from phone to clipboard

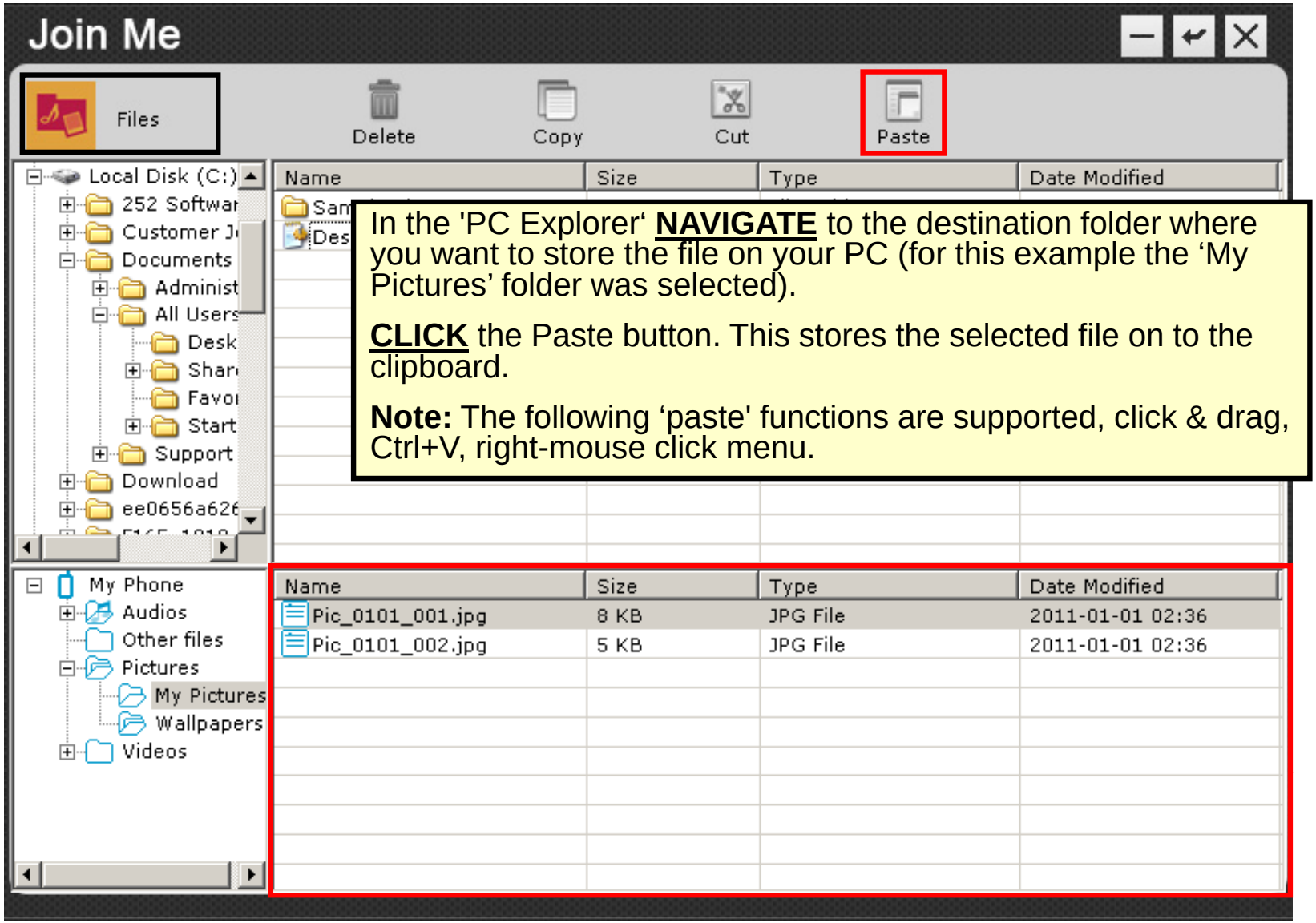


In the 'Phone Explorer' **NAVIGATE** to the source folder where the file is saved, ie. Audios, Pictures, Videos.

CLICK the Copy button. This stores the selected file on to the clipboard.

Note: The following 'copy' functions are supported, click & drag, Ctrl+C, right-mouse click menu.

Paste file from phone to PC

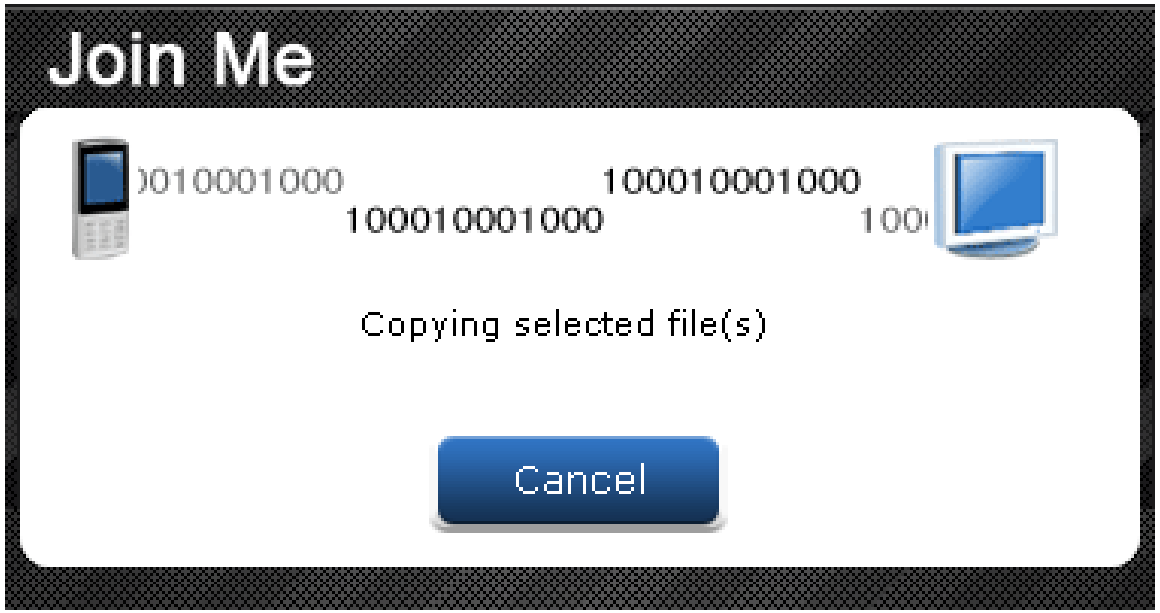


In the 'PC Explorer' **NAVIGATE** to the destination folder where you want to store the file on your PC (for this example the 'My Pictures' folder was selected).

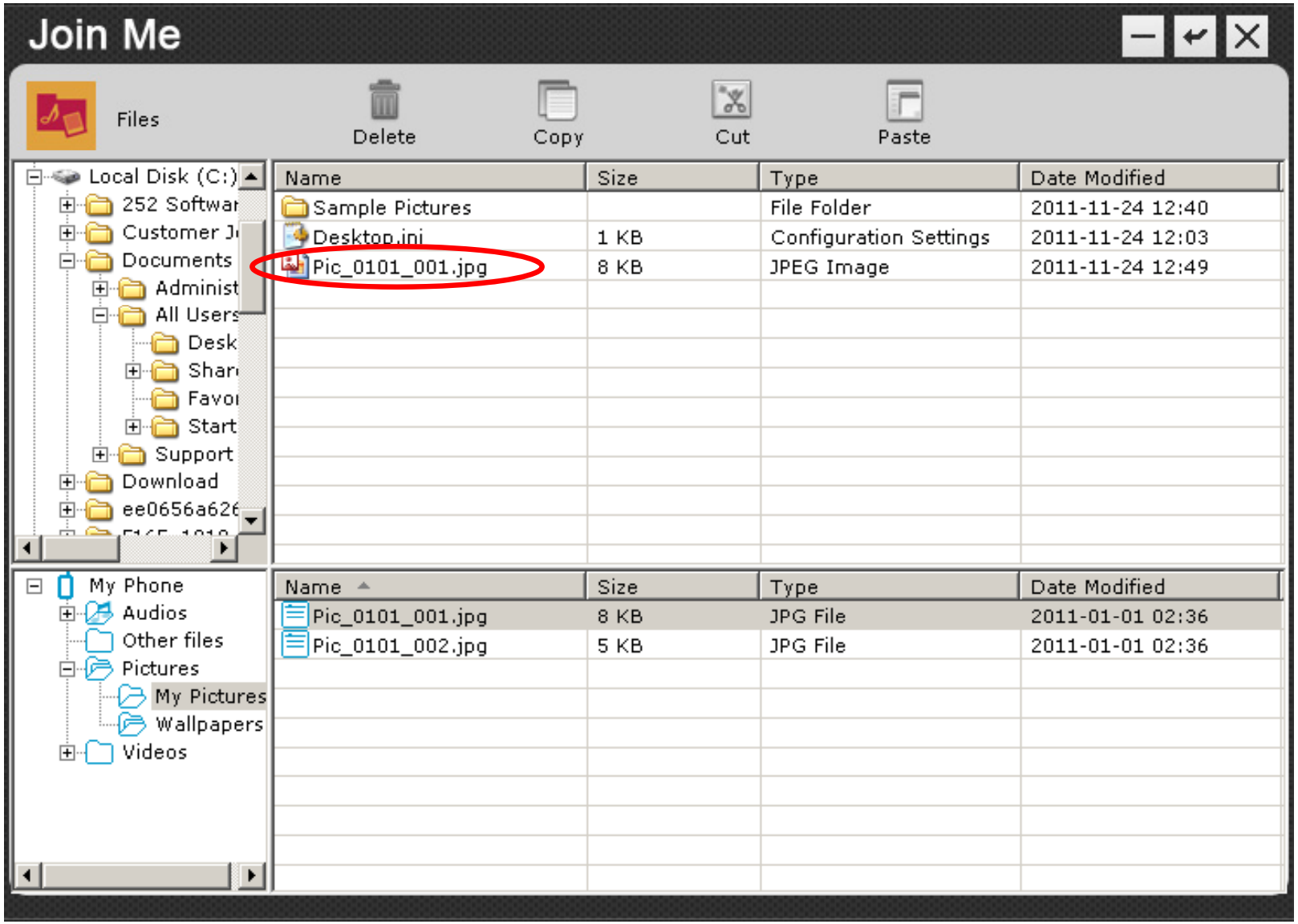
CLICK the Paste button. This stores the selected file on to the clipboard.

Note: The following 'paste' functions are supported, click & drag, Ctrl+V, right-mouse click menu.

Copy file from PC to phone



File now on PC

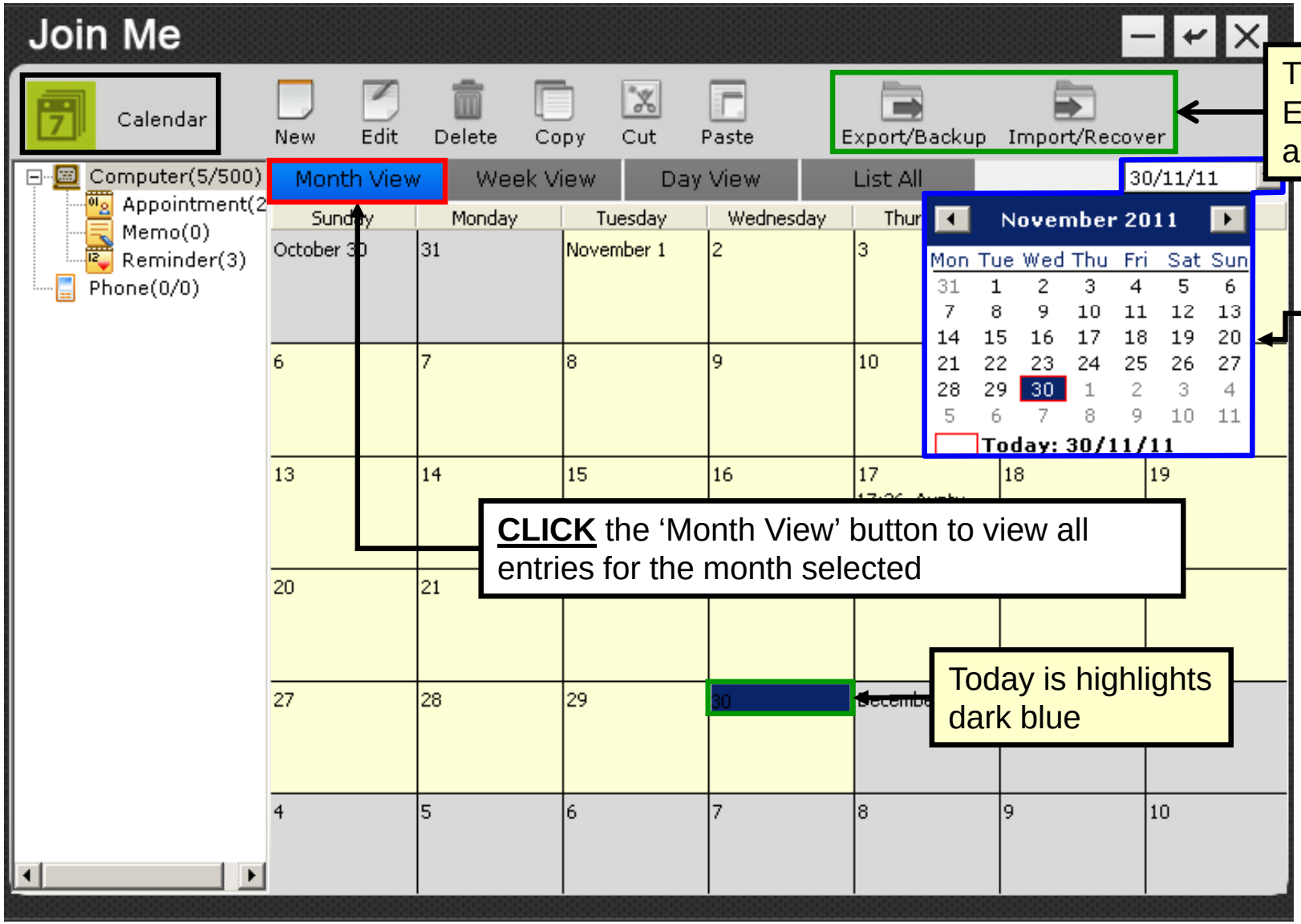


Copy files from PC to phone

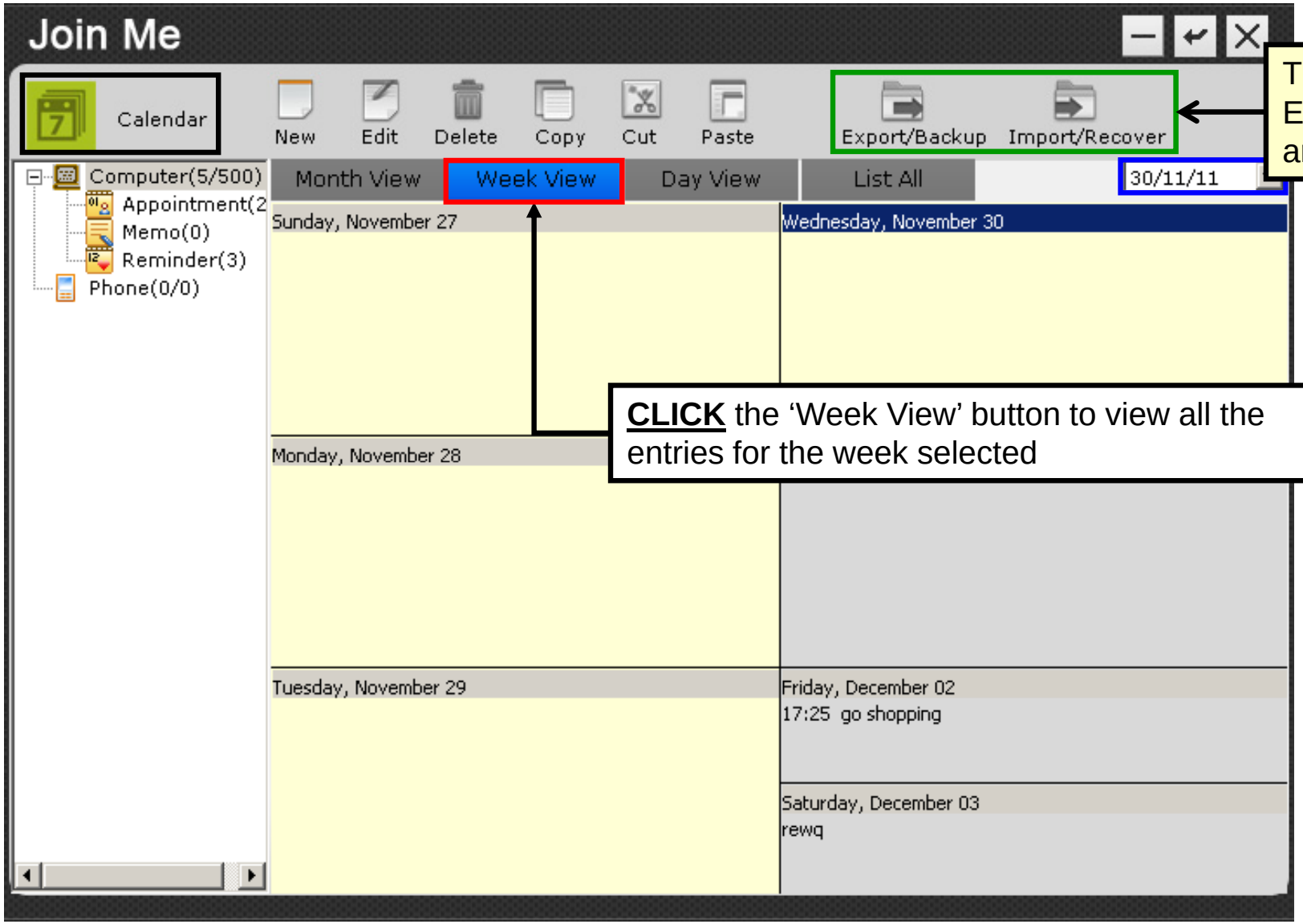
- Follow the same method as outlined on the previous pages. Your PC will now be the source & your phone the destination.
  Eg.
  Transferring mp3 files to your handset.

Note:
Other file types also can be sent to your mobile phone. However, the mobile phone may just act as a mobile storage device as not all file types are supported on the phone.

Calendar ‘Month View’



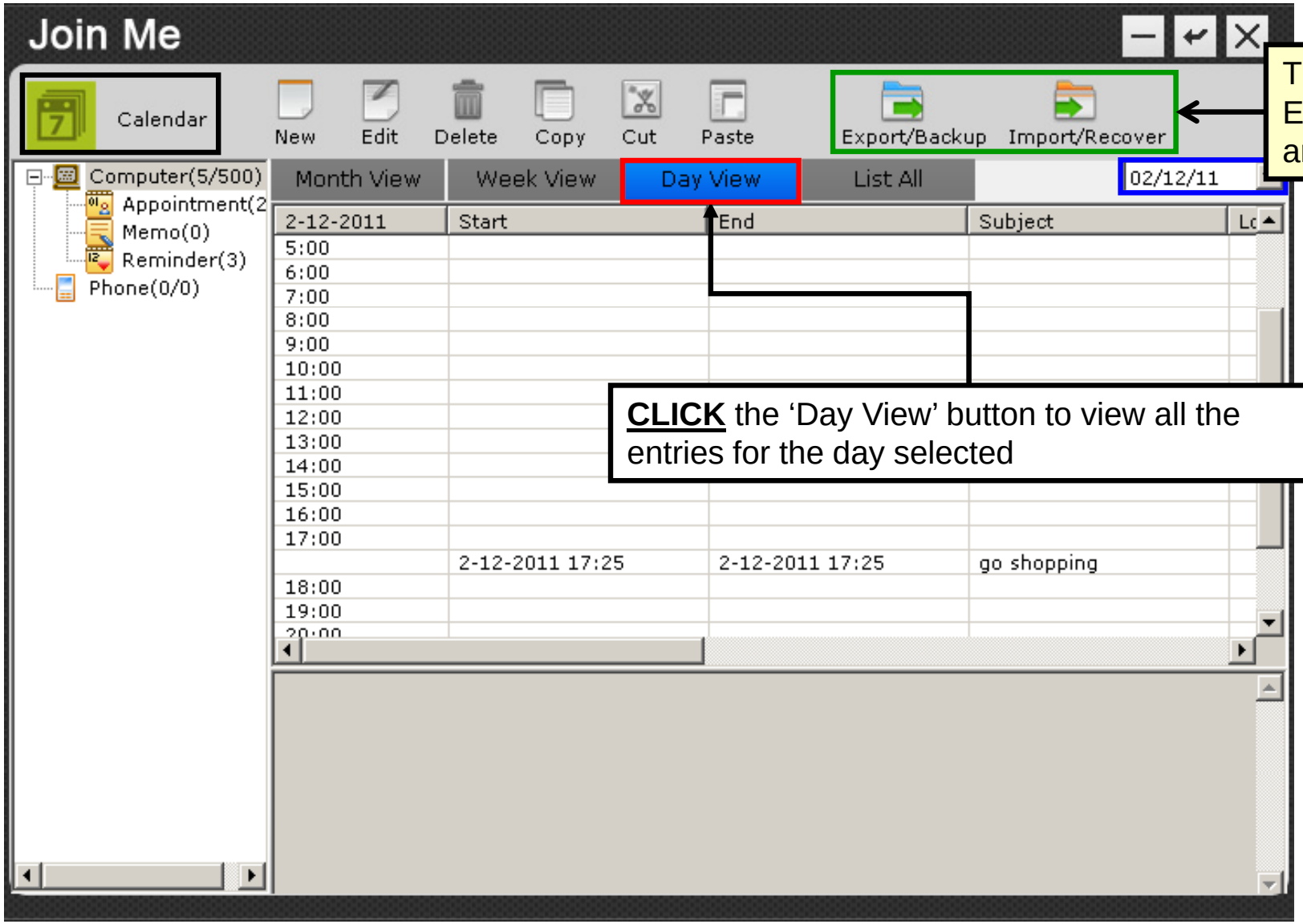
Calendar ‘Week View’



The Import & Export buttons are not active

CLICK the ‘Week View’ button to view all the entries for the week selected

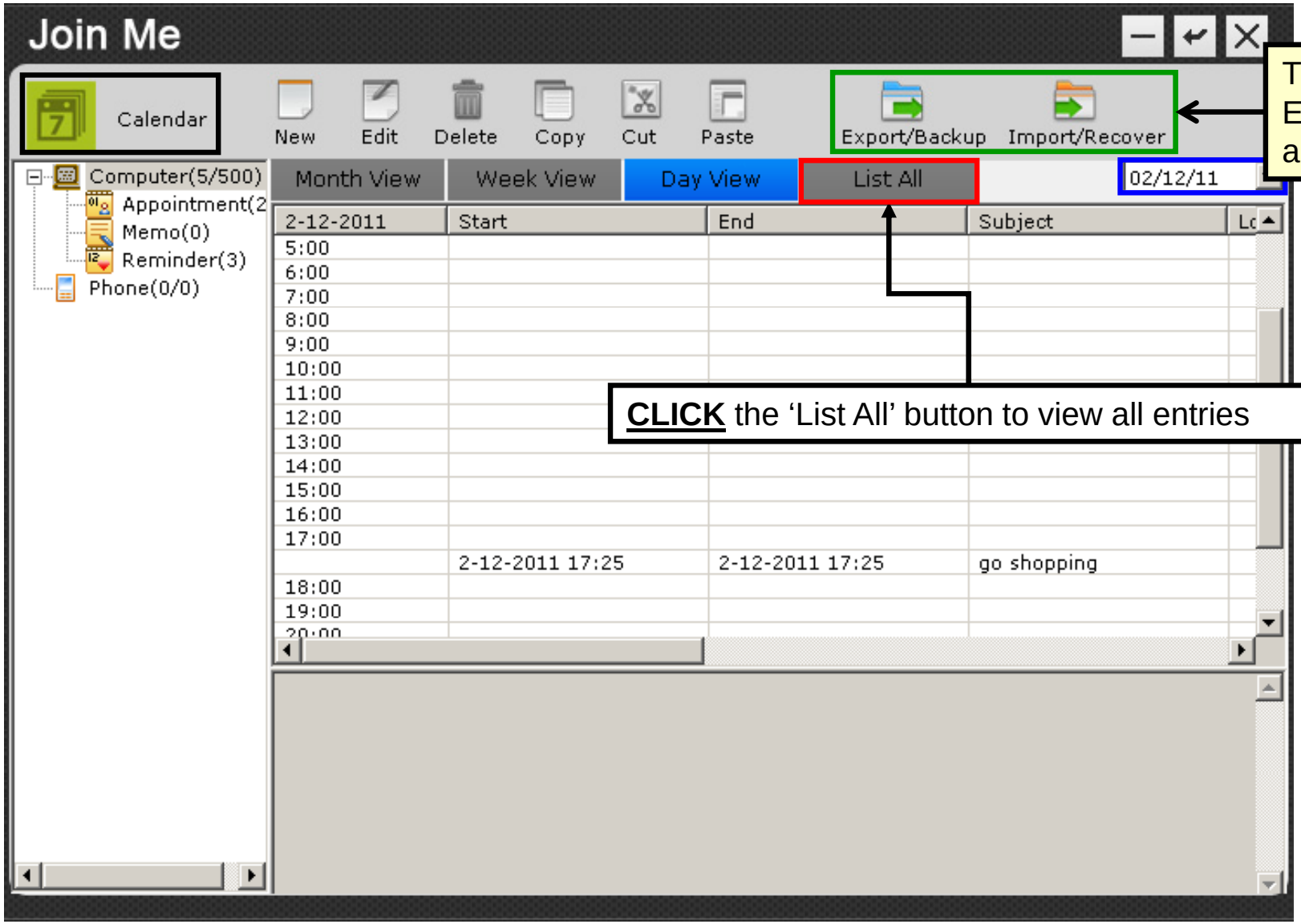
Calendar ‘Day View’



The Import & Export buttons are active

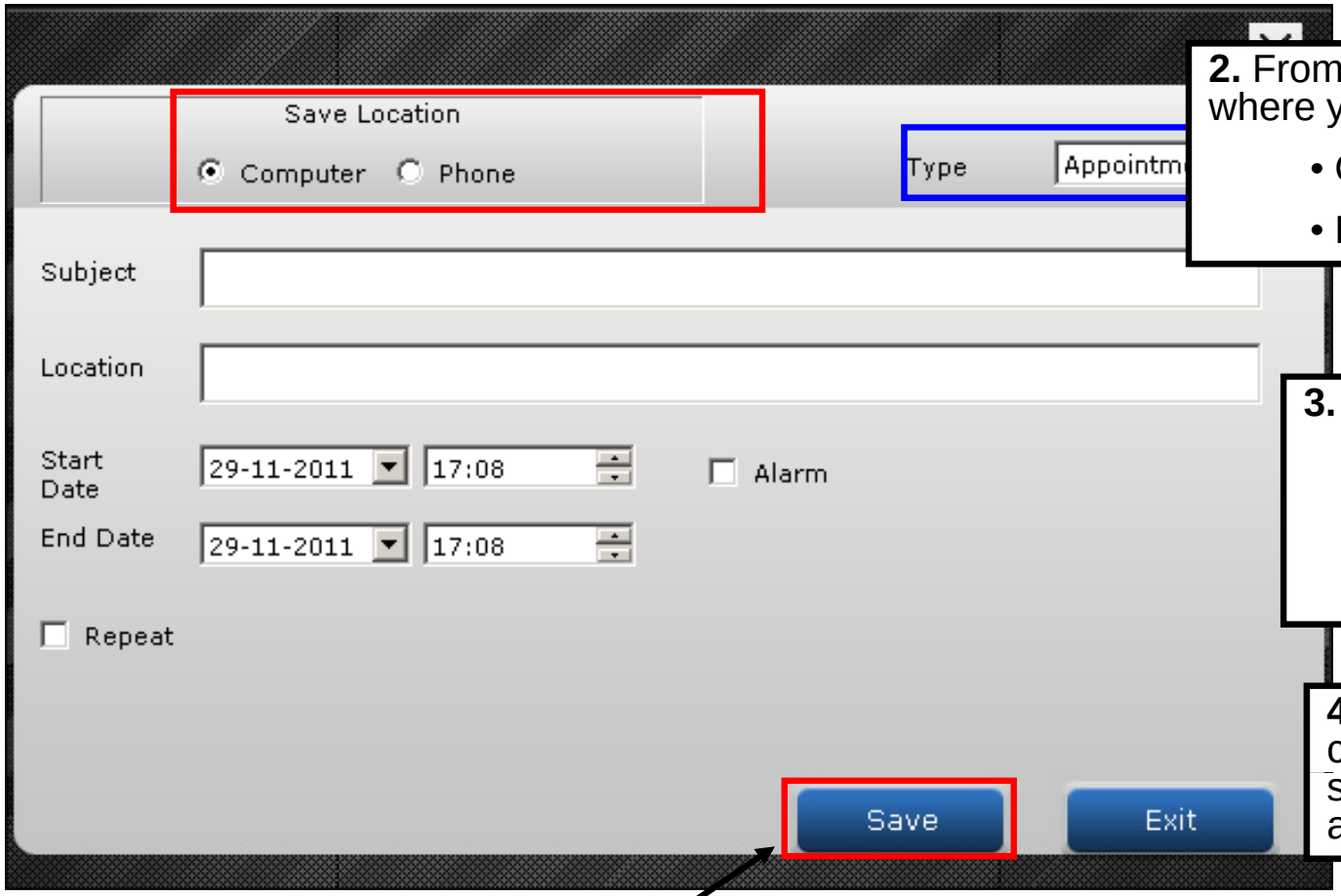
CLICK the ‘Day View’ button to view all the entries for the day selected

Calendar ‘List All’



Creating a Calendar Entry

1. CLICK the ‘New’ button to create a new calendar entry. The ‘New Contact’ window will now appear.



2. From the options listed **SELECT** the location where your calendar entry will be saved:

- Computer – stored on your PC
- Phone – stored in the handset memory

3. SELECT the type of calendar entry:

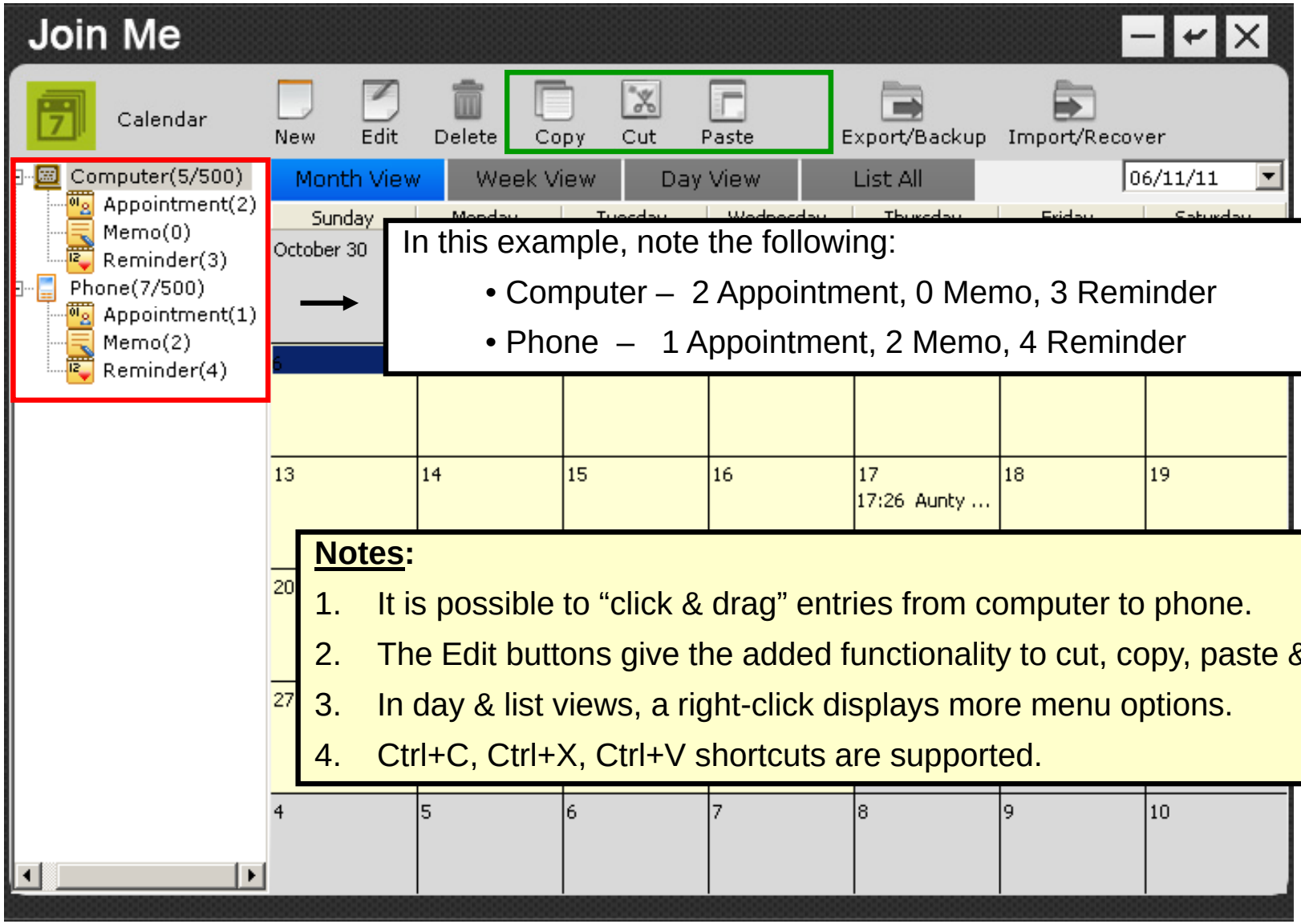
- Appointment
- Memo
- Reminder

4. ENTER the information for the calendar entry you wish to create. ie. subject, location, start date, end date, alarm & repeat.

5. CLICK Save & Close

Note: See your User Manual for more information on how to set appointments in the calendar.

Calendar Management



In this example, note the following:

- Computer – 2 Appointment, 0 Memo, 3 Reminder
- Phone – 1 Appointment, 2 Memo, 4 Reminder

Notes:

1. It is possible to “click & drag” entries from computer to phone.
2. The Edit buttons give the added functionality to cut, copy, paste & delete
3. In day & list views, a right-click displays more menu options.
4. Ctrl+C, Ctrl+X, Ctrl+V shortcuts are supported.

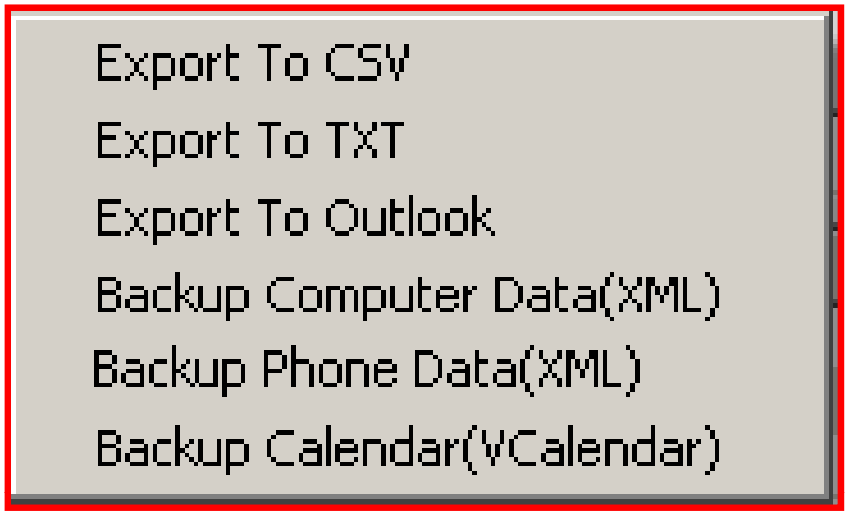
Export Calendar

1. **SELECT** the location (Computer or Phone)

2. **SELECT** a calendar entry (or multiple entries)

3. **CLICK** the 'Export/Backup' button

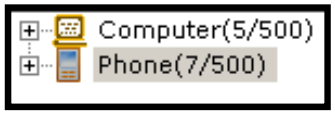
4. **SELECT** the backup file format. ie. CSV, TXT or Outlook



5. **SAVE** the file in an appropriate location on your computer

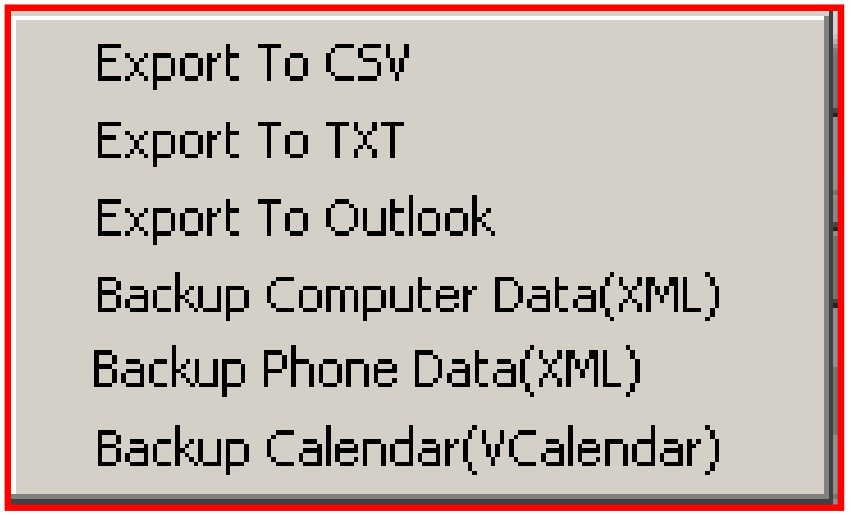
Backup Calendar

1. SELECT the source location (Computer or Phone)



2. CLICK the 'Export/Backup' button

3. SELECT the backup file format. ie. XML or VCalendar

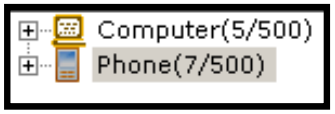


Note: A directory must be specified when selecting VCalendar.

4. SAVE the file in an appropriate location on your computer

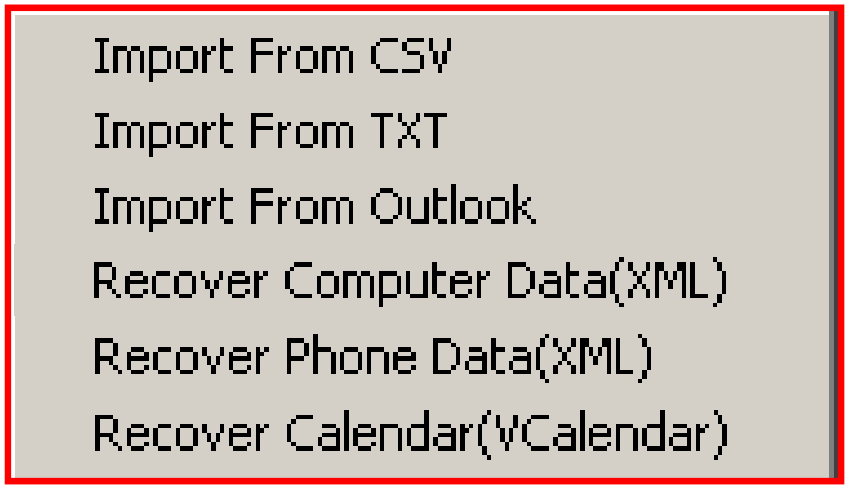
Import/Recover Calendar

1. **SELECT** the destination location (Computer or Phone)



2. **CLICK** the 'Import/Recover' button

3. **SELECT** the import/recover file format. ie. CSV, TXT, Outlook, XML or VCalendar.

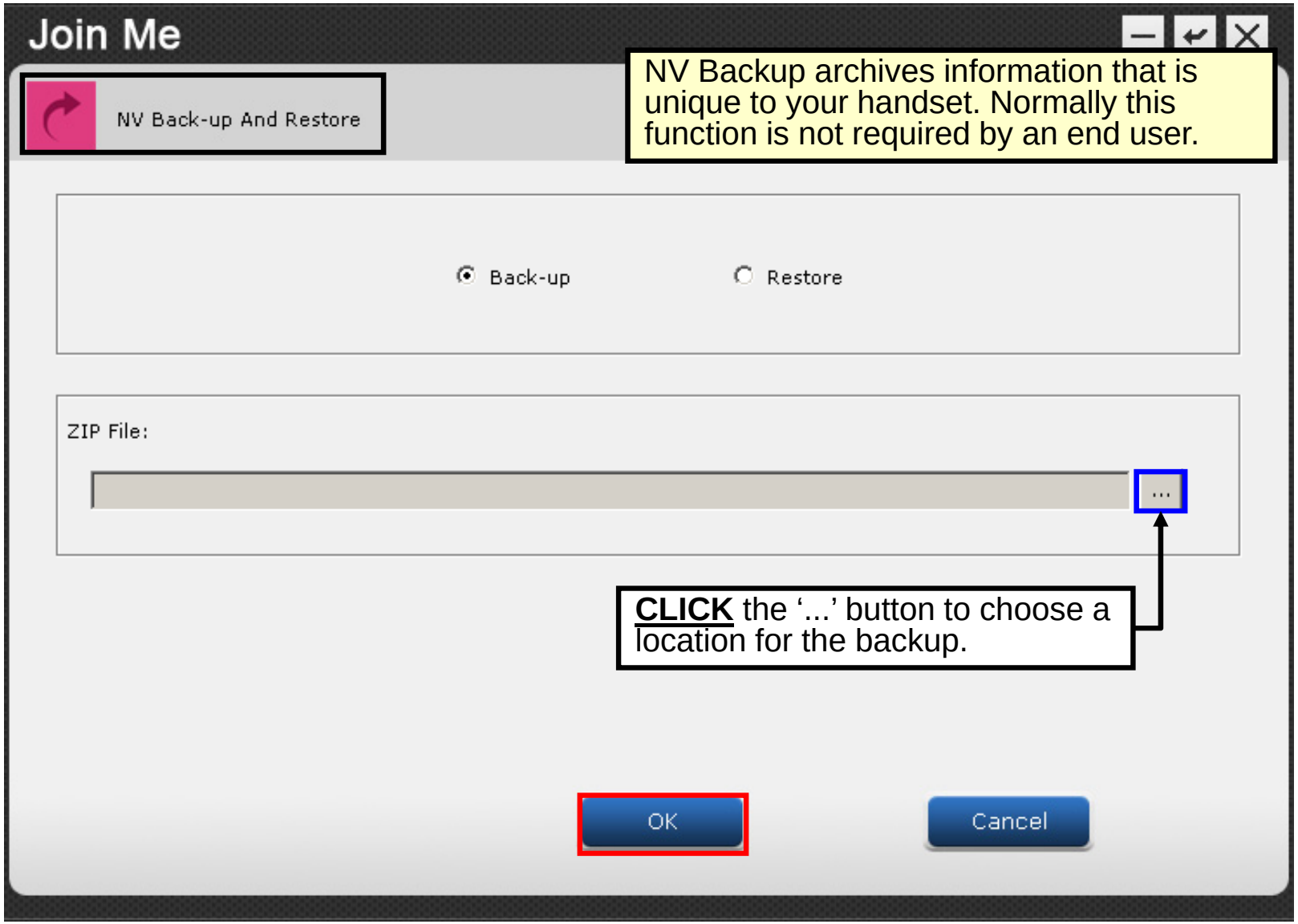


Note: A directory must be specified when selecting VCalendar.

4. **CHOOSE** then **OPEN** the file from the location on your computer

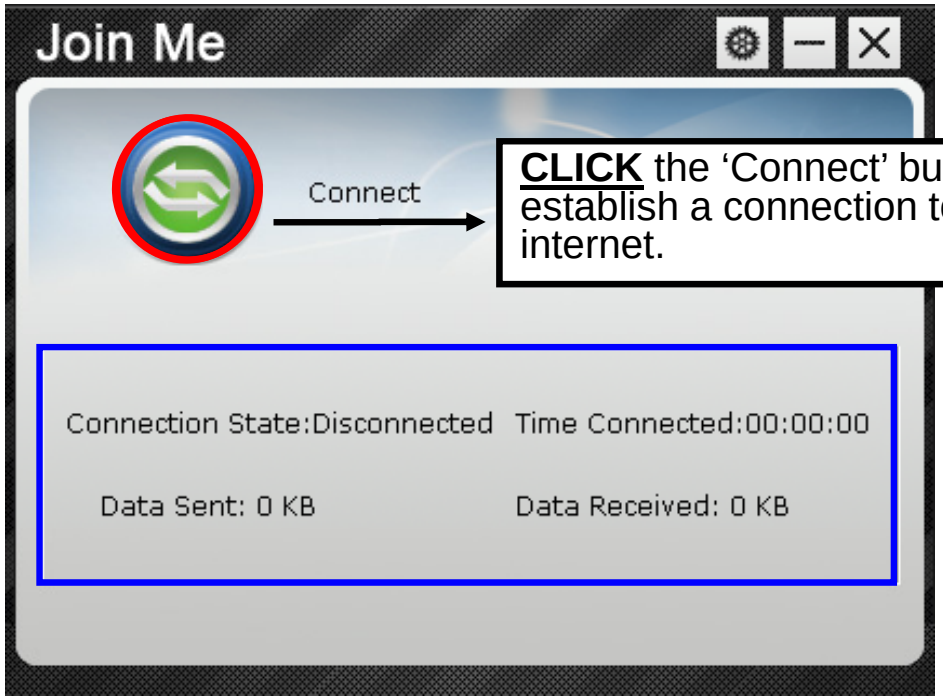
Note: This method is recommended for users with advanced PC skills. **Hint:** Create & save a dummy calendar entry to understand the text & CSV file formats.

NV Backup


Join Me
NV Back-up And Restore
NV Backup archives information that is unique to your handset. Normally this function is not required by an end user.
Back-up
Restore
ZIP File:
...
CLICK the '...' button to choose a location for the backup.
OK
Cancel

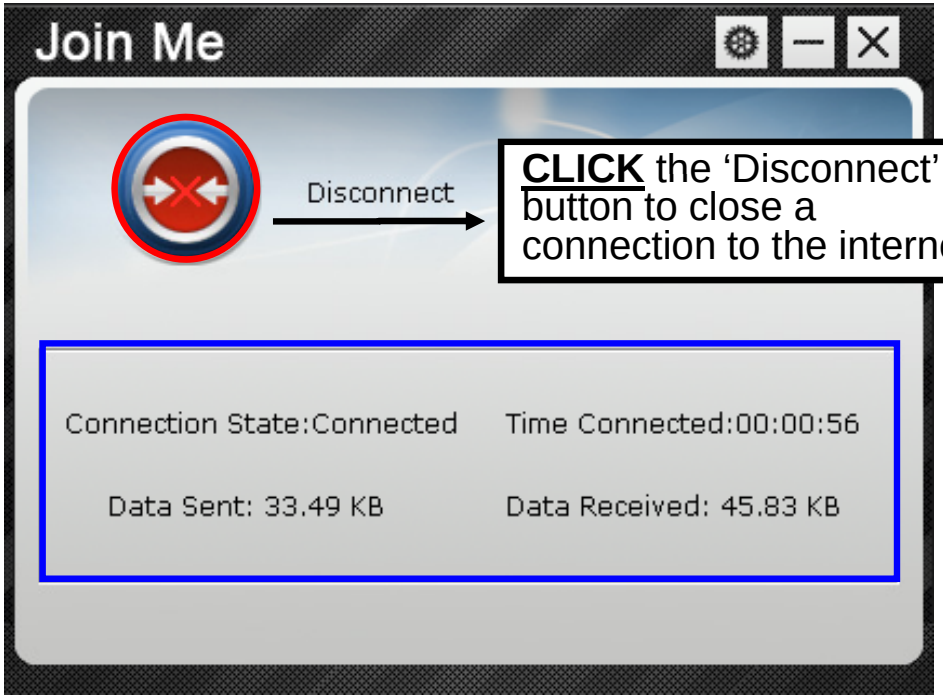
Note: Using the 'Recovery' option you can recover the data back to your phone.

Internet Connect/Disconnect



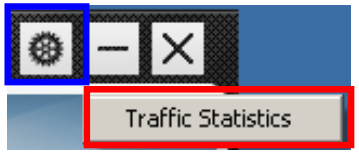
CLICK the 'Connect' button to establish a connection to the internet.

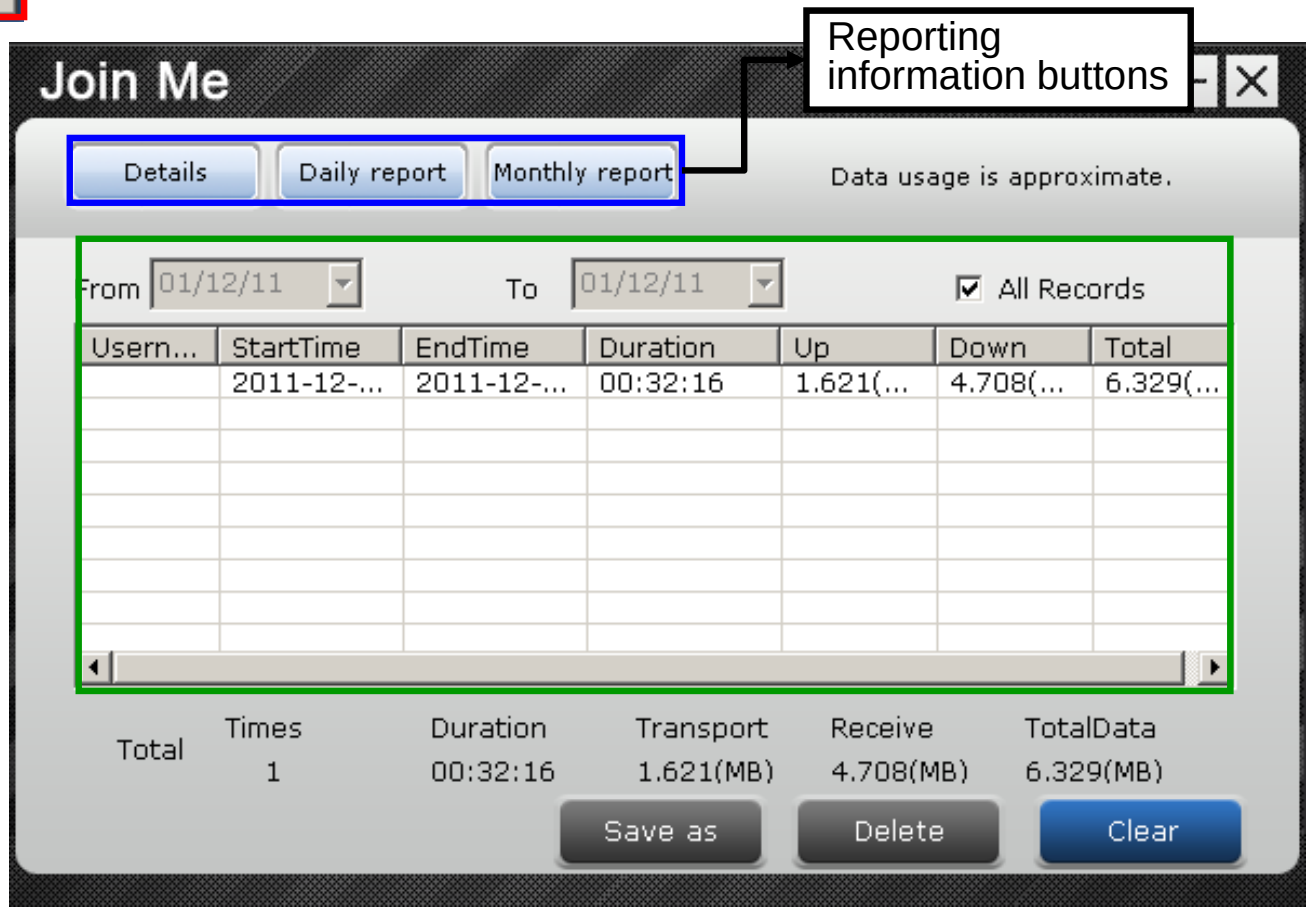
Status Ares



CLICK the 'Disconnect' button to close a connection to the internet.

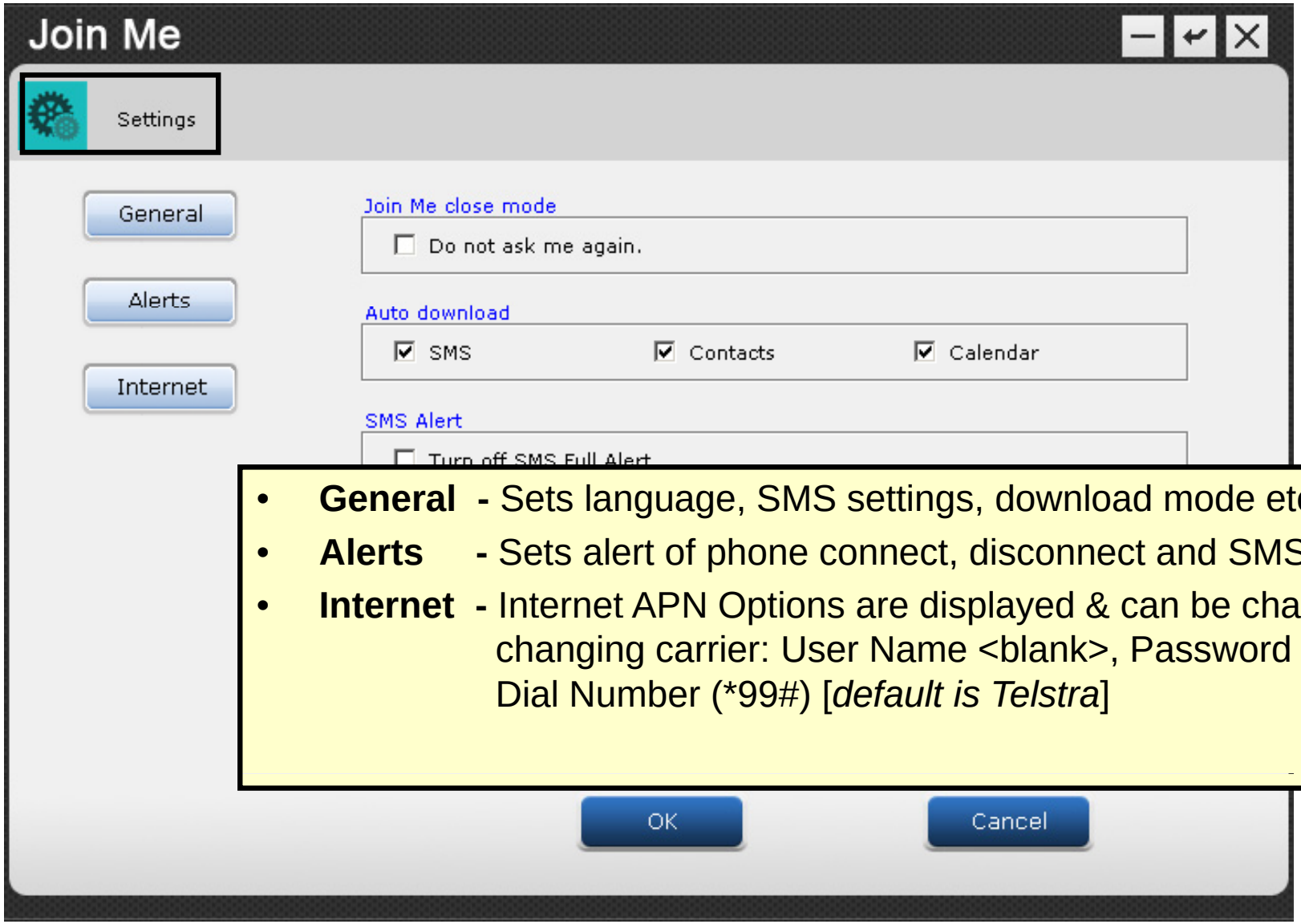
Traffic Statistics





This window displays Internet session / traffic information.

Settings



- **General** - Sets language, SMS settings, download mode etc
- **Alerts** - Sets alert of phone connect, disconnect and SMS arrived
- **Internet** - Internet APN Options are displayed & can be changed if changing carrier: User Name <blank>, Password <blank>, Dial Number (*99#) [*default is Telstra*]

More Information

In JoinME there is a comprehensive help file
(from the Main Menu Click the '?' button)

For product support enquiries please visit our website at www.zte.com.au
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- comprehensive product information
  (ZTE Next G handsets, Telstra Data Devices & Car-kits)
- an extensive FAQ knowledgebase
- ZTE discussion forums
- the latest JoinMe software to download
- the latest software updates to upgrade your handset
- all handset user guides to view on-line